

BOARD OF SUPERVISORS

Brown County



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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair; Dave Kaster, Vice Chair
Norbert Dantinne, Steve Deslauriers, Alex Tran

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, February 25, 2019

Approx. 6:15 PM (Or to follow Land Con)

Room 200, Northern Building

305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of January 28, 2019.
- IV. Discussion re: Setting time for Airport tour at March meeting (5:00 pm recommended).

Comments from the Public

Consent Agenda

1. Harbor Commission Minutes of January 14, 2019.
2. Planning Commission Board of Directors Minutes of December 5, 2018.
3. Extension Brown County Budget Status Financial Report for November, 2018.

Communications

4. Communication from Supervisor Deslauriers: I would like the County to consider participating in the Village of Denmark Business Development Corridor utilizing the County Public Works Department for certain related construction activities, and request referral to the PD&T Committee Meeting on Monday, 02-25-19 as the following agenda item:
"Discussion and possible action regarding a Resolution Supporting the Village of Denmark Business Development Corridor (copies of the proposed Resolution to be distributed by Corp. Counsel to PD&T members at or before the 02-25-19 PD&T Meeting). *Referred from February County Board.*

Register of Deeds:

5. Resolution re: Table of Organization Change Register of Deeds – Real Estate Specialist.

Extension Brown County

6. Budget Adjustment Request (19-019): Any increase in expenses with an offsetting increase in revenue.
7. Budget Adjustment Request (19-022): Any increase in expenses with an offsetting increase in revenue.
8. Director's Report.

Planning and Land Services

Planning Commission

9. 2018 to 2019 Carryover Funds.

10. Budget Adjustment Request (19-017): Any increase in expenses with an offsetting increase in revenue.

Zoning

11. 2018 to 2019 Carryover Funds.

Land Information

12. 2018 to 2019 Carryover Funds.

Airport

13. Request for Approval of Airport Lease Services Contract Extension for two years.
14. Recommendation and Approval of Bid of Johnson Controls, Inc. in the amount of \$69,730 for Chiller Compressor Replacement, Brown County Project 2300.
15. 12-Hour Shift Report.
16. Departmental Openings Summary.
17. Director's Report.
 - a. Winter Operations Update.
 - b. Introduce Susan Levitte, Marketing & Communications Manager.

Port & Resource Recovery

18. Resolution re: Approving Three-Year Statement of Intentions for Wisconsin Department of Transportation's Harbor Assistance Program.
19. Resolution re: Expanding Brown County Foreign Trade Zone (FTZ) #167 with Subzone FTZ #167-E.
20. 2019 Port Annual Report
21. 2019 Resource Recovery Annual Report.
22. G-18 South Landfill Monitoring Committee Communication Policy.
23. Director's Report.

Public Works

24. 2018 to 2019 Carryover Funds.
25. Budget Adjustment Request (18-140): Any allocation from a department's fund balance.
26. Budget Adjustment Request (18-141): Any allocation from a department's fund balance.
27. Resolution Re: Table of Organization Change for the Public Works – Facilities Department – Reclassification and Deletion of Positions.
28. Summary of Operations.
29. Director's Report.

Property Listing – No items.

Other

30. Acknowledging the bills.
31. Such other matters as authorized by law.
32. Adjourn.

Bernie Erickson, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Planning, Development & Transportation Committee was held on Monday, January 28, 2019 in Room 200, 305 E. Walnut St., Green Bay, WI

Present: Chair Erickson, Supervisor Kaster, Supervisor Dantine, Supervisor Deslauriers, Supervisor Tran
Also Present: Corporation Counsel David Hemery, Public Works Director Paul Fontecchio, Airport Director Marty Piette, Assistant Airport Director Rachel Engeler, UW-Extension Director Judy Knudsen, Director of Port and Resource Recovery Dean Haen, Planning Director Chuck Lamine, GIS Coordinator Jeff DuMez, County Executive Streckenbach, Director of Administration Chad Weininger and other interested parties.

I. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 6:26 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Dantine, seconded by Supervisor Delauriers to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

III. Approve/Modify Minutes of November 26, 2018.

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Comments from the Public.

Dwayne Aldeman (Address Inaudible)– Just wanted to ask that the meeting be opened up to the public following Public Works Director Fontecchio's report as there was a great number of individuals at the meeting concerned with a specific intersection and the plan for it.

Chair Ericksen ensured him that it would be opened up.

Consent Agenda

1. Harbor Commission Minutes of November 12, 2018.
2. Planning Commission Board of Directors Minutes of November 7, 2018.
3. Solid Waste Board Minutes of September 17 & November 26, 2018.
4. Airport Budget Status Financial report for November 2018 – Unaudited.
5. Planning Commission Budget Status Financial Report for November 2018 – Unaudited.
6. Property Listing - Budget Status Financial Report for November 2018 – Unaudited.
7. Zoning - Budget Status Financial Report for November 2018 – Unaudited.
8. Register of Deeds Budget Status Financial Report for November 2018 - Unaudited.

Motion made by Supervisor Dantine, seconded by Supervisor Tran to suspend the rules and take items 1-8 together. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Motion made by Supervisor Kaster, seconded by Supervisor Tran to receive and place on file items 1-8. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Communications

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9. **Communication from Supervisor Schadewald re: This is my request for the Facilities Director to attend February Public Safety Committee meeting to report on the following: Courthouse Security update, copper roof update and maintenance at Courthouse. *Referred from December, 2018 County Board.***

Motion made by Supervisor Dantine, seconded by Supervisor Delauriers to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

10. **Communication from Supervisor Deslauriers re: In order to prevent future Landfill Siting Agreement violations by Brown County, that Port and Resource Recovery Director Dean Haen work with Corporation Counsel to review past violations and create a written policy governing any "correspondence, reports and data relating to the Landfill filed with [or received from] the Wisconsin DNR and other governmental agencies by the County and its retained environmental consultants". This policy will insure all of these communications are shared with the Town of Holland Local Monitoring Committee "at the same time such documents are filed" or "within 10 days of receipt" in accordance with the contract between Brown County and the Town of Holland (quoted text taken directly from the Landfill Siting Agreement of 1998). *Motion at January Executive Committee: To refer to Planning Development & Transportation Committee and Resource Recovery Director Dean Haen.***

Supervisor Delauriers asked Chair Ericksen if he could preface this as the discussion could be relatively quick. Deslauriers noted that he thought they are on the right track in terms of eliminating these communication problems in the future as Brown County came to the Town of Holland and had what he considers being a good meeting between the two parties. Deslauriers ultimately wanted an explanation from Director of Port and Resource Recovery Dean Haen as to what is the distinction between the acknowledged violation of the wetland exemptions and the other ones on the form, since he acknowledged the untimely communication previously and submitted along with the communication what he considers to be clear violations of the contract already.

Director Haen came up to speak along with Corp. Counsel Dave Hemery.

Corp. Counsel Hemery wished to know what they were being asked to be sure it wasn't regarding alleged violations by the County in regards to an agreement between the Town of Holland and Brown County. Hemery stated as the County attorney would not want Director Haen speaking of anything that may relate to a possible violation.

Deslauriers said that he could ask it in a more general fashion. He said the list that he compiled and included got rid of most of the ones that the lawyers argue over, he simply spoke of timing violations. It is the Holland LMC's opinion that when anything gets filed to the DNR that they be immediately or as immediate as practically possible notified of those communications and when things are coming in that it is not obvious that the Town of Holland is a direct recipient that they get notified within 10 days. He wanted to make sure they were on the same page in terms of what is and what isn't a violation.

Director Haen stated the intent is to comply with the Landfill Monitoring agreement in its integrity. He noted times have changed so when it is said "at such time" it used to be easy, made a copy, stuck it in the mail and it would be received in 3 days. Now with computer submissions it gets complicated, such as if something gets sent and the person isn't at their desk for the rest of the day, then what happens the next day? It can get even more complicated with DNR electronic submittals, it may get posted, then it needs to be sifted through and received by him and so forth. They do have a policy in place, but it still may not be bulletproof he stated, they're trying to use the County box system. He stated they're definitely trying to comply but there are certain nuances that they have to get through to make sure they stay compliant. He noted that they are going to have a policy, once they get the bugs worked out, in place where he is going to be the central person with the exception of when there are online submittals as they still have to figure out what that means. When you have something like Environmental Monitoring Record there's no record when you plug and play and hit send there's no record. What they may do is tell the town is that it's in the system and when it's posted there it is as they won't even have a copy. There are multiple little nuances that must be considered with this that have to be worked through with the town, the words become increasingly complicated with those such as "at such time."

Deslauriers said that he is on board with this but the violations of the past have been very simple timing delays and they didn't center around electronic filings and things of that nature. He wanted to add that as a County, the contractors are under contract with the county and he would ask that the policy be bulletproof as possible and that could be accomplished by controlling the communications that the contractors are making to the DNR so that they don't make

them until the County is apprised of it so there is no accidental delay. He noted that the policy should be robust enough that it won't matter who the central person is and he asked that the policy be made as bulletproof as possible one more time. He spoke of filings he's done with the state in the past and at the end of those filings he got a type of receipt or a summary of the electronic filing printed out. In light of this policy close to being done, he asked if it was acceptable to table this for a month because the Solid Waste Board will meet before this committee meets again so the policy will be presented to them at that point. Haen responded that the next communication with the Town will be the plan of operation and they must get it in place in advance of this being done and they need to have some trials to work through the different types of bugs he had presented earlier.

Supervisor Deslauriers wished to table this communication for a month until the next PD&T so that the committee can see the policy that is brought forth, see what it is, and move on from there. He believed they were going in the right direction and hopefully it's the last time this communication is brought up.

Chair Ericksen clarified further, this communication would be held until Director Haen has it in hand.

Motion by Supervisor Delauriers, seconded by Supervisor Kaster to have Director Haen report back to PD&T after a policy regarding this item is drafted for review of said policy. Vote taken. MOTION CARRIED UNANIMOUSLY

11. **Communication from Supervisor Deslauriers re: That the Brown County Board request that Port and Resource Recovery Director Dean Haen follow the recommended communication guidelines specified by Brown County Corporation Counsel (in his November 27, 2018 email to Supervisors Schadewald and Deslauriers) "to notify the WI DNR within 60 days whenever we have a sample that attains or exceeds a groundwater standard, and especially to follow any and all WI DNR recommendation re this issue". This to best protect the health of Brown County families. Director Haen's stated communication plan for future well contamination events (at 3 separate PD&T meetings) will not follow this Corporation Counsel guidance. *Motion at January Executive Committee: To refer to Planning, Development and Transportation Committee.***

Supervisor Delauriers wished to clarify this as he thought this communication could go rather fast as well as this, in his opinion, was also on the right track too. Deslauriers noted that at the Board of Health there is a concurrence that this could have been done better but, he highlighted, that this is not what that is in regards to, but rather this is simply related to compliance. He iterated that he didn't wish for interpretation of the guidance as that is a career decision and is between Director Haen and Corp Counsel, all he wished to know is whether Director Haen would follow Corp Counsel as summarized in a specific November 27th, 2018 email to Supervisor Schadewald and himself and if the answer is "yes" he will make a motion to receive and place on file.

Haen replied initially with a "no" as this too broad of an assertion as they have multiple facilities and multiple regulations to follow to just abide by a certain, specific "60 day" rule. Corp Counsel Hemery asked if this just regarded the landfill specifically. Deslauriers replied putting a broad spin on this isn't what he is asking, it was will he abide by the guidance in the communication he sent to Supervisor Schadewald and Supervisor Deslauriers (a copy of which is included in the agenda). Haen informed him that the only thing that isn't under regulation is the farm field towards the landfill so if his interest is simply reporting within 60 days regarding that site then the answer is "yes." Deslauriers replied that this isn't what he is asking but he wished to clarify that he is only asking to abide by the guidance as put forth by Corp Counsel, not by anyone else.

Corp Counsel Hemery clarified the question and asked Director Haen if he would comply regarding the southern landfill site if he has levels that exceed the allowances regarding that site, would it get reported to the DNR within 60 days? Haen replied that it would, indeed, and that he has affirmed this to Deslauriers multiple times.

Deslauriers said if the answer is "yes" to following Corp Counsel guidelines then file it and be done, but whenever he asks the question it got into a narrative trying to restrict the guidance down.

Motion by Supervisor Deslauriers, seconded by Supervisor Kaster to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

Chair Ericksen wanted to add for the record a detailed conversation he had with Anna Destree from the Health Department and she wants reports directly from the DNR because they can analyze things and if there's something that

necessarily has to be announced, such as a health risk, then it will come to her.

Extension Brown County

12. Resolution re: Table of Organization Change UW Extension LTE Life Skills Educator.

UW-Extension Director Judy Knudsen summarized this and spoke of a \$10,000 grant thru Greater Green Bay Community Foundation to educate lower income populations and they need to hire somebody for the position around \$4,000 will go for salary towards this position. After 2019 the position will conclude. A copy of this item is included along with the agenda.

Motion by Supervisor Dantinne, seconded by Supervisor Tran to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY

13. Directors Report

Knudsen passed out 2 handouts and spoke to those handouts which are attached to these minutes. She noted that they are in the process of transferring to UW-Madison which will transform their new official name to UW-Madison Division of Extension Brown County, making their short name Extension Brown County. They've already changed their logos and have billboards scattered across the state. It's been a slow process as none of their systems match and everything's new so it's taking longer than they anticipated. The issue is their standards are different than the extensions' so that is a big issue moving forward in terms of designations, job titles, obtaining tenure and so forth. The first handout she talked about spoke about happenings such as the program they're doing with the City of DePere Planning Department, they did a Greenhouse Grower's seminar a couple weeks ago in which 79 people participated, she noted they were doing K-4 training on the Monday following this meeting and they were expecting to have about 120 people and they had a Saturday Series starting that Saturday as well where they bring in speakers from all over the Midwest to talk about gardening. The second handout was a copy of the annual report for 2018 which consists of a sampling of programs that staff has done through the year. She said it was a simple handout that can be peaked at really quickly to get a taste of what their staff has been working on. She also emphasized that there is an upcoming program, limited to 130 people at the public museum, on hemp as there is a lot of interest in that topic in the State.

Supervisor Dantinne questioned if there was anyone educating the public regarding how to prepare sorts of exotic foods that are on the shelves of the grocery stores right now.

Knudsen informed him that this is done through the Foodwise Staff which is funded through the USDA and they do a lot of work through low income families and anything pertaining to unique foods and things of that nature.

Chair Ericksen asked if these individuals from low income families participate in Foodshare. He asked if there was any way to enforce or at least try to get people utilizing Foodshare to use it in a practical manner, meaning not going to a convenience store and purchasing family size bags of potato chips and soda and so on when there is a grocery store within a more than reasonable distance. Even if they wanted to buy the same thing it would have been for considerably cheaper.

Knudsen noted that they are working hand in hand with grocery stores and convenience stores to make produce displays much more visible or if they don't have produce to get it. Also they do classes in these stores where they take low income families around and talk about what types of meals they can put together and they do a lot of hands on food prep education so families are knowledgeable about what they can prepare nutritiously. They are also working with food pantries in terms of making them aware of what food they have and making them aware of what they are allowing families to take home in terms of nutritional value and also having staff there to educate the pantry users further in terms of food prep. She also spoke to the fact that there has been a lot of conversation with the USDA and there is a continuing conversation at the federal level with respect to what people are allowed and what they should be allowed to purchase. What people are taught and what they choose to do are 2 completely separate things.

Motion by Supervisor Dantinne, seconded by Supervisor Kaster to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

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Port & Resource Recovery

14. Budget Adjustment Request (18-134): Any increase in expenses with an offsetting increase in revenue.

Director Haen said the way that it's set up moves the budget and carries it forward as well. What this is doing is taking the money from a grant and sponsorship money and the project is continuing and sometime this spring they are hoping that in March or April they will have an in use plan for the budget adjustment brought before the County Board.

Motion by Supervisor Kaster, seconded by Supervisor Dantine to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY.

15. South Landfill Timeline and BOW Landfill Capacity Survey – Update.

Every 6 months they look at landfill and see where they're at in terms of its longevity and capacity that is remaining. It was projected that the landfill would be needed sometime in 2024. This has changed dramatically recently and that's why it was brought before this committee as the need for the landfill has been moved up to around January 2022. The causes of this change have been due to the economy so everyone is consuming and therefore producing garbage, manufacturing, construction and things of the like all being the causes. Additionally they opened up the new sequence where they have to put a fluff layer and cannot compact the garbage like you would normally. Although the calendar may be moved again a new landfill will definitely be needed before 2024 and they are prepared to open it in January 2022. He also stated that we are on track to meet the disposal needs of our region. At budget this coming year they will be looking at whether they will construct the landfill themselves or contract it out, whether they are going to operate the landfill themselves or contract it out. No matter what happens they will have orientation changes in their department and they will need to be budgeting in 2020 for the construction of the first phase.

Dantine asks how long there will be 2 landfills open simultaneously.

Haen responded that there will be 2 open for close to 6 months. He said that the fluff layer will have to be transferred and the municipal waste will have to be taken in addition to the industrial waste and that needs to be timed right but he envisions 2 landfills to be open for around 6 months.

Supervisor Kaster wondered how long the expected life of a landfill actually is.

Haen responded that a landfill should last for around 13 years at current generation rates. Things such as the economy and natural disasters and such all factor into the life of the landfill. He also noted that they are making plans all the way in the future to 2050 as those 13 years go by rather quickly, so to speak.

Motion by Supervisor Dantine, seconded by Supervisor Delauriers to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

16. Director's Report-Update

Haen begun by stating that it says in their current agreement that they at the moment they need to be looking at continuing to work together with the 3 other counties involved. So, they spent all of 2018 doing exactly that and they have been able to charge lower tipping fees by maintaining a regional landfill for all 3 counties, which is driving them to continue to work together. If they choose to continue to work together does this mean additional landfills? Or should they stick to the current agreement or sign a new one? These are the types of things that they are working on. The plan to continue working together is going to take 3 solid waste board approvals, 3 county executives support, and 3 county boards support so it is significant and he reiterated that they need to be delicate in how they do it in terms of collectivity.

Kaster noted that it would be beneficial for Brown County to keep working this way as if they decide not to they would have to site another landfill almost immediately.

Haen replied that no matter what the landfill planning needs to start happening now.

Supervisor Tran asked if there were any future plans regarding waste energy plants.

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Haen responded that it's not a cost effective management option at the moment and they're trying to do everything they can resource recovery wise and recycling wise but landfilling is still a crucial part of solid waste management systems. Waste energy facilities are costly. The places they run more successfully, where there is higher population, the cost of land is higher but they also have concerns over air emissions environmentally speaking as well.

Tran referenced countries such as Sweden, Germany and Denmark they have almost perfected the emission problem and there are almost no emissions into the environment.

Haen informed her that if you have a smokestack you have emissions and if you filter them you still have the solid waste that needs to be managed.

Ericksen noted that no matter what you call it you're still burning the waste. It's a little premature to speak of this right now if it's not the most economical option and as room starts running out for landfill options then something like this will start to be discussed. He spoke of a time when Oneida Nation Enterprises gave off emissions and there was a whole situation because of that happening involving surrounding communities and so forth.

Haen said that they have a collective plan where they look at emerging technologies and they are not set on one waste management system, they are more than willing to modify that once it makes environmental and economic sense.

Haen continued with his report noting that solid waste board recently passed public communication plans and they ended up doing an RFP to retain an agency and the same one was retained again. On the resource recovery side the focus is a little more on HMR and spring cleaning and things of the like. The Ports Symposium date for this year is March 19th where Congressman Gallagher and Governor Evers will most likely be in attendance. He stated that the operation of the bridges is going to be changed to remote operations as the Coast Guard has authorized the DOT to enable the Walnut St. Bridge to run the Mason and Main St. Bridges respectively. There have been precautions, financially speaking, taken just in case the system doesn't work. Intention is that in 2020 there will be one operator in the Walnut St. Bridge with enough camera angles to be able to see everything in terms of pedestrian locations, vehicle locations and things of the like. He stated it takes about a mile to stop so all the bugs must be worked out until this is put into place. Ericksen asked if the Coast Guard had the final say on this and was informed that they do. He noted that planning is looking at an opportunity study in terms of the best way to utilized the property of the Pulliam Plant by engaging WE energies, the City, and other stakeholders as well. He also stated that they are going to have a budget adjustment coming and they are looking to have Harbor Commission PDT right before County Board to adopt this in use plan and his hope is that County Board invests in this plan. Lastly, the day of this meeting, January 28, 2019, was the last day the port was open. This is the latest the port has been open in upwards of 30 years. On January 25, 3 vessels came in that day, which is a good sign for the economy.

Motion by Supervisor Delauriers, seconded by Supervisor Tran to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

Airport

17. 12-Hour Shift Report.

Airport Director Marty Piette noted a couple minor events where they had a few employees work a bit of overtime. One of those was on New Year's Eve and then another event on January 7th that resulted in 2 individuals working over 12 hours. This did not include the snow events in the week leading up to this meeting.

Motion by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

18. Departmental Openings Summary.

Piette informed the board that at the moment every position is currently filled. He noted it was the first time in a little over 3 years that every position is occupied.

19. Director's Report.

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a. 2018 Passenger Traffic Summary.

Piette noted that they had put out a press release a couple weeks back regarding their 2018 traffic. He highlighted that 2018 was a good year as they saw a 12.2% increase throughout the year over the 2017 traffic and the nice thing about it was that it was consistent month to month. This 12.2% increase was the highest increase they've seen month to month in over 30 years. They had 652, 357 passengers in 2018 which is around 50,000 more than 2017. More specifically speaking, each airline saw a growth, Delta had a 7.4% growth, American Airlines had a 20.9% increase in passengers, and United had a 19.1% increase in passengers. There are a couple different reasons and factors for the increase, which include but aren't limited to the following, each airline increased capacity giving them more available seats and some airlines increased their frequencies to certain destinations and things of that nature. Also, the economy was doing well so people were traveling a bit more. He also talked about making sure their fares were competitive with the likes of Milwaukee and Chicago so they've worked with airlines in that regard as well.

b. New Air Service Announcement.

Piette informed the board that about 2 weeks ago he received a call on January 16 from an airline known as Frontier Airlines saying they needed to speak to him right away. They let him know they were interested in serving Green Bay with their service to Denver. Frontier has contacted a few airports across the Midwest. Frontier Airlines is now a low cost carrier and they are competing against airlines such as Allegiant and they are expanding and quickly. They are a different airline than the ones that are currently at our airport as they wish to serve the leader market whereas the primary market that the airport serves now is the business market. They fly out "less than daily" meaning they will fly out 3 days a week on Tuesdays, Thursdays and Sundays to Denver. The aircraft will have 180 seats and he reiterated that it will serve a different market that expands out a little more to Northeast Wisconsin respectively. He envisions this will do well and this could lead to additional cities and so forth.

Dantinne questioned if it will be flown back the same day it departs.

Piette clarified that on Tuesdays, Thursdays and Sundays it departs Denver at 2:11pm arrive in Green Bay at 5:29pm and turns around and leaves at 6:19pm and arrives in Denver at 7:52pm.

Tran asked if Outagamie County has flights out to Denver at the moment, if the costs are similar, and what the budgeting costs for the year are.

He replied that they do but it's through United and therefore the costs through Frontier will be considerably less, it's a system where you get a very cheap ticket and if you want to check a bag it's a bit more, if you want to pick your seat a little more and so forth. He stated that the budget was about \$300,000 for the entirety of 2018 and the budget for 2019 is about \$500,000. He listed the difference in the budgeting was due to the creating of the Marketing Communications Position he said they will use the extra budgeting for other things as well such as social media, website design, among other things.

c. Introduce Rachel Engeler, Assistant Airport Director.

Piette wanted to start off by introducing Rachel. He noted that she had been working there for pretty close to 3 months. He allowed her to speak a little bit about her work background, educational background and how things have been going for the past 3 months.

Motion by Supervisor Dantinne, seconded by Supervisor Tran to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

Public Works

20. **Budget Adjustment Request (18-142): Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.**

Public Works Director Paul Fontecchio spoke of the fact that they are moving money around and that they had 2 ice machines that went out and they had to do an environmental assessment on the Associated Bank parking lot. So, this is funding something that is done already. But they are getting the money from professional services to move that over.))))

Director of Administration Chad Weininger noted that the County will be reimbursed from all of its expenses by Associated Bank.

Motion by Supervisor Kaster, seconded by Supervisor Dantine to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY

21. Intersection Reports – CTH U & CTH EE and CTH G & CTH Z.

Fontecchio started out by saying that this took some time as they did the reports in house so it took more time than he would have liked or anticipated to draft these reports. Intersections U & EE went first and they analyzed everything from the speed, the traffic volumes, to the all-way stop and basically the speed at the all-way stops don't warrant any kind of necessity to change the speed limits or the stop patrol at either intersection. He put them together because there are similarities and overlaps. He put a crash history in the agenda packet and it was sort of tricky because it's on the border of Outagamie County so they had to get their Sheriff's reports. There was a particular accident that was attached in the agenda and was redacted from that report from October 28th, 2018, where there was a witness at this incident that saw a person go through the stop sign, fail to stop, and while going southbound, hit an eastbound car and there were injuries in this incident. This incident in particular shows that there are ongoing incidents in which drivers are just failing to stop at the stop sign. On October 17th, 2018, he was out in the field, which he attached some pictures from, looking at other things and he noticed the stop sign was down and when you get closer to the intersection you see evidence suggesting somebody blew the intersection, slid across said intersection, and took out the opposite side stop sign. There are a lot more people failing to stop at this intersection than we know of, but simply not getting in an accident. Injuries and fatalities are a very serious problem at this intersection though as there has been multiple critical accidents here over the years. He noted some points from the county road safety plan recommendations; the Wisconsin DOT has a Traffic Engineering Operations Manual which states that there are an order of countermeasures for these types of intersections and he noted that they heard from a lot of people about the benefits of the LED lights, but the Wisconsin DOT doesn't use the LED blinker signs much and they have highways that act similar to County highways. He emphasized that he believes there is a place for them in the system and they work good in rural settings where there are lower speeds. He spoke to some of the safety measures they use including, that they place temporary flags on signs when a 2 way stop changes to a 4 way stop to signify that there is a new stop condition at an intersection, that they clear vegetation if that seems to be an issue blocking the signs, flashing beacons are also sometimes utilized, and they even at times increase sign sizes if that may be deemed problematic as well. Going down the list of countermeasures the next thing on the list of preventative measures are the rumble strips. He identified the specific problem at U & EE and the problem they've seen at G & Z is definitely failure to stop at the 2 way stop. He highlighted the fact that a lot of these failures to stop including the one that occurred on October 28th occurred in broad daylight on non-inclement weather days. He talked about, towards the end of the report, regarding the U & EE intersection he has spoken to Outagamie County, as it is a shared intersection, and they have said "...Outagamie County Highway Department concurs with the Brown County Public Works subject report and supports the installation of transverse rumble strips at this intersection." This is to indicate that Outagamie County is in full support of these as well and Fontecchio stated that they are going to be put in whenever the weather permits. He indicated that by shallowing up the rumble strips a little bit from the DOT specifications it will mitigate some of the noise that is the concern of many. Fontecchio also believed that an ancillary recommendation and something that can't hurt anything is putting some street lighting on the intersections but this is up to the municipalities themselves. At G & Z he pointed to a very notable gap in accident history when the rumble strips were in place there. Fontecchio also talked about some work done with WIS DOT Traffic Safety Engineer Scott Nelson and he pulled apart all the State highway and County highway intersections and in all way stop conditions he stated that if volume thresholds aren't met then all way stop conditions can't be considered. He talked about how Nelson stated that, "numerous opinions exist about what makes a highway safer but they need to make data driven decisions on the best way to handle traffic and simply cannot experiment with human lives to see if it works." Fontecchio added that there are a lot of engineering studies behind this and there is a reason they follow the manuals. Fontecchio ended his report by reiterating when weather permits they will be going ahead and installing these transverse rumble strips and if the Town of Morrison desires to put in a streetlight they would be happy to help them work that through with whomever is appropriate to do so.

Supervisor Deslauriers asked if the Roadway Safety Plan played into the decision to install the rumble strips.

Fontecchio replied that it definitely played a role in it but not the biggest role.

Deslauriers then asked if driver impairment entered into the decision at all.

Fontecchio stated it was considered and they know there were situations of driver impairment. Fontecchio responded that one of his constituents once told him that driver impairment “is like a canary in a mine” insofar as that they will find the problem areas faster than a sober person will in terms of curves that are failed to be negotiated and so forth. Where there are intersections with a history of impairment they will be looking at centerline and shoulder rumble strips as well at these places. Impairment is a marker or an indicator of where there are problems and what they are looking for are patterns in those problems.

Deslauriers questioned if there are any studies that show that transverse rumble strips reduce impaired driving injuries and fatalities.

Fontecchio said that he has not seen any.

Deslauriers referenced an accident that occurred on May 26th, 2018 at the G & Z intersection and asked if transverse rumble strips have done anything for that accident.

Fontecchio responded that he is not sure and that it would be hard to say. He said he cannot speak to whether rumble strips will be effective or not and he referred to the accident at EE & U where he attached the accident report to the agenda and said that he had no idea why the person did not see the stop sign and went right through the intersection. National studies say that rumble strips are 40%-100% successful he indicated.

Deslauriers informed Fontecchio that he brought the particular accident he did because he is very familiar with that accident and that individual did, indeed, stop and what he is seeing in the report is an injury that supports the decision to put in rumble strips; but because he stopped rumble strips would not have made an impact on that accident. Moving forward to the double fatality, that individual was almost 3 times the legal limit, you’re not going to stop an impaired individual from getting in an accident, you may possibly delay it for an intersection but that’s it. His problem with the reports is that holding up impaired driving as reasons for doing something, there has to be some data that supports that decision making. He had asked for impaired driving statistics at the last meeting but was informed that it wasn’t part of the roadway safety plan, which he didn’t understand why it wasn’t included. He asked Chair Ericksen to put data regarding impaired driving and accidents and the total crash fatalities in the meeting as it is, year after year, a significant factor in accidents. Deslauriers noted he didn’t understand why when looking at installing something as impactful as transverse rumble strips why the most significant factor to fatalities was not even considered.

Fontecchio believed that the data is inclusive of all the incidences that are out there including the impaired driving as this is how the studies are done. Would a transverse rumble strip help as much as it would with a sober person? Probably not, but it couldn’t hurt. What he knows about safety at an intersection would point to rumble strips being the best way to help an impaired drive because there is an audible and physical stimulus rather than something visual and should help them more.

Deslauriers said if you don’t have any studies that prove that rumble strips help impaired drivers then it’s just anecdotal and simply an opinion.

Fontecchio restated that after these rumble strips were installed in the mid 90’s and you look at a 20 year window after installation where there were barely any sorts of accidents and then when they are removed and there is an increase this whole window, so to speak, was inclusive of impaired drivers as well.

Deslauriers argued that the individual who stopped at the intersection shouldn’t be included in this list. When there is an accident and there is impairment to an extent it eliminates that person from an applicable data point. When someone is so wildly impaired they should not be a part of the data set to support anything unless you can prove that a transverse rumble strip does something for impaired drivers. He believes impairment should be considered and eliminated from the logical decision making that we make for countermeasures in roadways because when a driver is impaired there is little explanation for anything that occurs. He believed that if the data is including impairment then data is necessary to prove that rumble strips actually make a difference because they are being suggested at such impactful positions in the County that it demands more attention. Deslauriers spoke of a reference to a Minnesota safety plan and he thought it was important for the committee to understand the experience of rumble strips in Minnesota and in that plan there was no inclusion of transverse rumble strips. The plan inside of that plan was much of the same, no transverse rumble strips. He appeared to read from a document, “according to the Federal Highway Administration Minnesota DOT conducted a rumble strip noise study in May 2014 after they received complaints from residents expressing their concern regarding

rumble strip noise after concluding this research a moratorium was placed on rumble strips as [they] tried to research quieter options... in the past they have had to remove centerline rumble strips” if they’re even pulling out centerline rumble strips transverse would be far worse.

Fontecchio answered with the fact that there are a lot of reports on rumble strips and you have to look at what types of rumble strips are being talked about and things of that nature. He stated that it may appear that transverse rumble strips are louder based on appearance and cut into the pavement but centerline and shoulder strips are much louder. He wanted to say that he was at the Town of Green Bay meeting recently and he actually had a person thank him for putting one set in. They can be shallowed up and it certainly makes them quieter Fontecchio ensured.

Deslauriers stated that his arguments are not necessarily for or against rumble strips but they are against the process by which Fontecchio came to his conclusions. He referenced the safety plan and it talks about the National Cooperative Highway Research Program talks about transverse rumble strips by saying “...this strategy should be used sparingly as the effectiveness of rumble strips is dependent on there being unusual, rumble strips are normally applied when other less intrusive measures such as single head signs or flashers have been tried and have failed to correct the crash pattern... care must be taken where the noise generated will be disturbing to adjacent properties...studies have also shown when rumble strips are terminated 656 ft. prior to residential, urban areas tolerable noise impacts are experienced... most highway agencies reported that they considered the noise problem to be serious enough that they have adopted policies against use of rumble strips in residential areas.” His point was the agencies that are held out as the “gold standard” for recommendations for strategies are not saying this is acceptable, but rather, unacceptable. It has been talked about that if this goes forward there will be some legal action and the process by which drove the decision making to install these strips is so flawed that they may have a shot, Deslauriers believed. He asked that Fontecchio look back at the process that led to his decision making from an objective standpoint and including the 2 fatalities in the safety report and no other data is concerning to him.

Deslauriers wished for this to be an actionable, agenda item where they could make a motion.

Chair Ericksen recalled that this was an actionable item a couple months back. What they did at the time was there were around 11 intersections or so and they put alternative countermeasures up. The ones that were less intrusive they put the rumble strips in and he heard a lot of “thank yous” and he told everyone where they didn’t put the strips that this was temporary and if it worked out when they put alternatives in that those alternatives could stay. It didn’t work as there were more accidents. They’ve went through all of this and this was merely a report and no action can be taken on a report.

Deslauriers responded that with the report it shows what has been used in decision making and he would like to affect the decision making. The G & Z intersection has not had continued accidents after the additional signage was placed has reduced the instances of panic breaking at this particular intersection and they have not seen another accident since then. He spoke of an email that Fontecchio sent to him that talked about a “slow, measured approach” referring to intersection safety and after the double fatality at G & Z that measured approach went out the window and now we’re going right to the most impactful approach for the people who live there when other countermeasures are equally effective without the impact. He’s asking that the decision making gets looked back at and if there’s even one accident that shouldn’t be in this data there may be others. He would like this process slowed down and the rumble strips held off on until Fontecchio can look back at his decision making as they have to find a way to balance safety on the road with the rights of the residents who live there. He pointed to a different intersection where Fontecchio was willing to put in a 4 way stop when the accident data didn’t support one, now where they want one at a very busy intersection where they have to have sheriff’s come to direct traffic they can’t get one. He also was frustrated by the lack of consistency in abiding by standards.

His overall ask is to the Highway Commissioner and make sure not making a knee jerk reaction that’s going to have a massive effect on the people who live there.

Fontecchio said that he doesn’t think this is a knee jerk reaction as they have been discussing it since July. Since then there have been further accidents with injuries. The whole safety plan was predicated on data that was put through different criteria and these are the areas that they have concerns as they leapt out from the data as the top 2 based on the data they put in. Fontecchio noted that some of the things Deslauriers said are very troubling to him, as he doesn’t believe that very bizarre behavior selecting certain data and not others describes himself or his staff at all. He said he does what is in the best interest of Brown County as impartially and as fairly as possible. They are very difficult decisions they are always weighing public safety with property rights of the individuals who live at intersections every time they consider

an intersection. Similarly, when they consider stop condition rumble strips they have to weigh the people who live there against the people that go through there. They try to be uniform in their application to the best of their ability. The Highway Commissioner, he said, he believed is given that level of authority so that the internal politics of safety decisions on the roadway system can be avoided. He wanted to say that he has thought about this every single day since July and how it can best be navigated. In his professional opinion, installing rumble strips at these 2 intersections is an “absolute necessity” to prevent further catastrophe.

Supervisor Kaster spoke to an accident that he saw after it occurred at one of these intersections and ended up in the ditch and you could tell she slid through the intersection. He said he’s been through this intersection dozens of times and he doesn’t know what the deal is at it at all. He’s not quite sure what the answer is because the accidents he has seen there don’t really add up. He said he’s been to the park around one of these intersections multiple times and he doesn’t think rumble strips are the answer as there are so many cars there when there is a function going on and pedestrians walking around, so there are a lot of distractions to drivers.

Fontecchio brought up St. Pat’s Church Rd. and spoke to the fact that when you have large events they have to be treated differently than your normal traffic operations. Rumble strips are the next thing after stop signs in the incremental line. If you drive around Wisconsin, there are a lot of transverse rumble strips around the state in rural areas and they do help, he knows this. There weren’t these patterns of accidents at G & Z for almost 20 years when there were rumble strips installed there. There’s going to be more intersections brought forward in rural areas in the near future that are going to warrant stop condition rumble strips. He guaranteed they were going to follow the standards, they’re going to make educated, respectful decisions to the best of their ability and they are going to weigh these things. He continued by talking about a different intersection where he spoke to a couple of engineers and they discussed 4 different alternatives and it is an example where there’s more than 1 solution and he would be more than happy to present that to the committee due to the financial component of it as costs can range from \$3,000 to \$600,000. These types of financial components, he believed, were necessary to be brought before the committee but every simple safety strategy simply cannot.

Kaster reiterated he doesn’t understand the issue people have with U & EE but he is still not thrilled with the idea of rumble strips. He believed regardless of the rumble strips, someone is going to have to go out there and witness the traffic around there when something is going on at the park.

Fontecchio believed that at a certain point it crosses over from a safety issue into an enforcement issue and he doesn’t have control over those enforcement types of issues. Events may have to consider policing the intersection and there is a concern about crossing the street an adult may have to be stationed there. He didn’t believe it to be appropriate to take the other 99% of the time when an event is not occurring and do something dramatic to the roadway in terms of speed or functionality. He repeated the problem he is trying to address is fatal run-throughs and he’s talked to countless people, engineers, people in law enforcement, etcetera and there is a consensus that implementing these in rural areas is obvious to them.

Motion made by Supervisor Delauriers, seconded by Supervisor Kaster to open the floor to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

John Wagner 7139 Dickens Rd., Greenleaf

One of the two intersections being reported on here is right in front of his house. He referenced an email that his wife received from somebody at the Wisconsin DOT which said that transverse rumble strips are the very last thing they use around a residence because of the noise. He did not agree with Fontecchio’s statement that said that rumble strips could be 40%-100% effective because they are definitely not 100% effective. He said they may be in the high 30s or low 40s percentage wise but the flashing lights are almost just as good in the high 20s and low 30s respectively. He noted that they put them in on I-96 and W and you could see them from a considerable distance away. Wagner the fact that there is a streetlight by the park if it was argued that a stop sign with a light on it wasn’t installed because it wasn’t visible during the day as it is essentially the same. He spoke to the frequency of hearing the noise as there are many events in this area and you’re constantly going to be hearing these rumble strips.

Dwayne Aldeman 1360 County Line Rd., Depere

Aldeman stated that after listening to Director Fontecchio he isn’t sure what his agenda is as he is planning on installing transverse rumble strips which contradicts 6 criteria that he has in the report that was given to the PD&T committee on July 23rd. It says in there that “transverse rumble strips should be considered at intersections where there are

demonstrated safety problems, after adequate trial of other warning devices has failed to reduce crash frequency.” He noted that there have been stop ahead signs added at the intersection and some of the accidents had happened before the installation of those. He emphasized that LED embedded stop signs have not been tried yet and from all the studies he could gather, they do just as well of a job as transverse rumble strips and in some reports they are slightly better. He noted that these studies are from the University of Minnesota Duluth, the Virginia Transportation Research Counsel and the U.S. DOT also has one. If these transverse rumble strips are installed, they will end up 75 ft. from his neighbors’ house and he said commonsense should tell everyone that that is not right. A realtor said that there will be a 5-10% property devaluation if these are installed which equates to about a \$10,000-\$30,000 loss for these homeowners. He didn’t understand why they should lose this amount of money rather than a \$5,000 investment in LED stop signs. Aldeman pointed out that Fontecchio was denied permission at some of the intersections that have joined the State highways by the Wisconsin DOT due to noise issues. He highlighted the fact that the State is very aware of the noise issues that surround rumble strips. He continued therefore that he felt as though the State of Wisconsin has more concern over the residents that live in these locations than Brown County and the Highway Department. He said that local government should follow the State’s guidelines regarding rumble strips and he spoke to the fact that right in the Wisconsin DOT’s Facilities Development Manual they have a whole section on transverse rumble strips and they note “there may be existing, isolated development community for single dwelling with high likelihoods for noise concerns, then consider providing a gap in these rumbles for approximately 500 ft. on each side of the potential problem site.” He didn’t understand why, he didn’t believe, Fontecchio followed DOT standards in some cases but not others and, similarly, follow certain guidelines but not others. He closed by saying if these are installed and DOT guidelines are not followed they will be filing a lawsuit against Brown County and the Highway Department.

Pat McGuire 3791 Mill Rd.

He started by saying he’s lived in this location for 22 years and he agrees with Supervisor Deslauriers on this issue. McGuire spoke to the fact he is the President of the Lions Club and that when they have events at the park they do have to hire an officer to patrol the intersection but it is still a dangerous intersection. He talked about the last Town of Morrison meeting they had, which had a significant crowd present, and his agenda item was to have the Town pay for flashing stop signs and additionally help pay for a 4 way stop and the Town is willing to pay for half the cost for it to happen at G & Z. He spoke to the accident by the guy on the motorcycle and noted that there were no accidents there 20 years prior to this one and it is noteworthy that he was intoxicated. McGuire underlined the fact that there are a lot of deer hits here but not a lot of car accidents here. He talked about the report from the State of Wisconsin and the Highway Commission regarding the rumble strip installation on I-96 and this was upsetting to him because Fontecchio spoke only to the Town of Glenmore about installing these on their side of the Highway on the other side of G but not the other side. He thought that this should be held onto and there should be more publicity around this situation so this issue can be straightened out. He said he is not against all rumble strips, just in certain areas. He questioned the fact that multiple countermeasures were tried in lieu of rumble strips as he only think of one, which were the additional signs near Rocky Top.

Jeff Ambrosius 151 Orlando Dr., DePere

Ambrosius lives on the corner of U & EE and he doesn’t believe there has been a whole lot done there. He talked about the last meeting and putting in an extra stop sign, he believes the signs are quite small but he was not sure if Outagamie County put them up or not. He noted that the rotating device on top of the signs do help when the wind is blowing. He believed that illuminated signs would be a starting point before an extreme like transverse rumble strips are tried. Any time that he encountered flashing lights they stuck out at him at night they probably stick out a mile away and during the day probably about ¼ mile away. He talked about a study Director Fontecchio did which concluded you hear the sound of the strips about 151 seconds a day, but when it’s at night he highlighted it’s definitely accentuated and it’s constant, night after night. He asked the Committee and Director Fontecchio how they would feel if it was in front of their homes as it’s tough to handle when it’s being discussed right in front of your house. The flashing stop sign could be at least tried and if it doesn’t work the sign is not just going to be discarded, it can be reused. He said he thought it would cost a total of \$5,000 but if it doesn’t work that money isn’t just wasted. Going right to an extreme measure like a rumble strip without trying multiple other measures first was puzzling to him.

Ericksen added, that is the cost to install them but there’s also a cost to operate them too and he also pointed out that a person that is texting while driving.

Ambrosius replied that we can’t consider people who are breaking laws when we are making laws for the ones who are. He didn’t believe someone can be taking away \$30,000 of house value from an individual who is paying his taxes, mowing the lawn, minding his own business because someone chooses to drive drunk or text and drive and break the law. It

doesn't make sense to protect the person who is breaking the law and take away from the guy that is abiding by it, in his opinion.

Motion by Supervisor Deslauriers, seconded by Supervisor Kaster to return to regular business. Vote Taken. MOTION CARRIED UNANIMOUSLY.

Supervisor Tran wanted to point out that Director Fontecchio is simply trying to save lives, she wanted to make clear that there is no malicious intent behind this. She said they are frustrated because they are thinking about living with this day in and day out but she wanted to point out that rumble strips saved her life when she was driving home from work early in the morning and she was falling asleep at the wheel. She wanted to ask if rumble strips work when there is snow covering them.

Fontecchio replied in most storms they do work and are effective. He wanted to thank Tran for what she said. He reiterated his agenda is to save lives and reduce injuries at these intersections. He stated that some people may be under the influence or are distracted while driving but these lives matter too along with the innocent people that are hit at these intersections. Fontecchio wanted to add that this is a very difficult decision and he has thought about this every day since July and you do have to weigh potential safety risks at these intersections against the landowners and he noted that he is huge for landowner rights himself. He referenced the quote that he spoke of earlier regarding "... not being able to experiment with human lives to see if it works" and reiterated that this is not an option. He said, as an engineer, this is the best way and safest way forward to make these intersections safer and he didn't come to this decision lightly. He concluded he plans to move forward with the transverse rumble strips at these two intersections. He figured he was going to take heat at this meeting and possibly in the future regarding this but he is willing to take that hit because he doesn't want to receive a call from someone saying something needs to be done with this intersection because something happened to one of their loved ones at one of these intersections. There is a lot of misinformation out there that he is not going to speak to, he concluded.

Deslauriers said that people understand the safety concerns at these intersections but the struggle they're having is when something like impairment is not considered in the plan for corrective action when it is responsible for at least half the accidents involving fatalities in Brown County. He wondered if the plan being taken is appropriate and what he keeps hearing over and over again is what measured approach is taken to get there. The signage improvements were appropriate and why don't we see what happens at these intersections now and there's no reason not to try other less invasive actions for these intersections. Deslauriers concluded by saying that he can't stop Fontecchio from doing this, he just asked that he take an objective look as to how he got to this point and look at the information that was omitted like impairment in this study in decision making and he asked that he not put these people through what they are going to be put through.

Kaster informed Fontecchio that he would not want these in front of his house; he would rather see something like flashing lights. He talked about the full cut rumble strips that were around a mile away from his house and he could still hear them by his house. He would hope that something else is explored.

Motion by Supervisor Deslauriers, seconded by Supervisor Dantine to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

22. 2018 Public Works Annual Report.

County Executive asked that he put one of these together and he thought it was a good idea too. Once you start to look at what happened in the past year you start to understand how much goes into a year. Fontecchio asked if there were any questions regarding the report as a copy of the report was included in the agenda packet.

Motion by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

23. Summary of Operations Report.

Fontecchio noted that they were tracking higher than anticipated with the county maintenance and he said he would handle more of the financials in the director's report. A copy of this is also included in the agenda packet.

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Motion by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

24. Director's Report.

Fontecchio spoke to some of the specifics the handouts included in the agenda packet. Some of the highlights included Fox River Papermaking Project still being ongoing as the last couple of storms have slowed this way down due to the frozen ground from the last couple of storms slowing down the estimations from the Green Bay Packaging mill. The design work for the regional pond, however, is full throttle but it is extremely challenging. Things are progressing though and they are still on schedule. With respect to the health department move, March 4th is the big move date. There's been a lot of internal shuffling in the Sophie Beaumont Building which is constructed out and he noted that the Health Lab is getting close. In the Duck Creek Highway Shop construction of the HVAC is winding up and so is the elevator. In early March they are looking at tearing down the original Highway Shop and the new fuel system is going to go up front where most highway shops have it which allows for the old fuel system to stay operational while the new one is being constructed. During the week of this meeting the advertising for the cleaning of the courthouse dome began and on March 5th they will take bids and then the actual cleaning will take place in the summer. In terms of the 2019 project changes, the CTH ZZ project is a very expensive project they started to look at this in a 6 year plan to help keep things functioning right from a cash flow perspective and make sure they have enough work for crews in the summer. He noted they had about \$1.6 million allocated for just savings and they were going to put that money into the 2019 account and save it up for a bigger project. With the landslide that occurred in September that needed to become a project. Looking at the projects they picked the projects that they figured they could put off a little bit and try to assimilate them back into the program. These 2 projects are just a couple that they will have to continue patching. Knowing that they have moved projects back they are going to have to reassess and reprioritize as best they can. The extra cash is necessary to make the ZZ project a legitimate project it is the only way to fix some of the failures that are going on along the river. This will be a project that will be started after June 15th. What is seen here in the agenda is what they see. First thing from an earthwork point of view they will attack is the regional pond. He emphasized the fact that they needed to get the XX project done before they start the GV project. He said they have reallocated a bunch of money to competing projects in the county which he believed to be fine. This year they ran \$639,000 over budget which chewed into a little over half of their reserve funds and specifically speaking about \$300,000 of that was from Winter Storm Evelyn and \$80,000 was from 1 pipe failure. One of the things they need to be careful of, in his opinion, is that it is a necessity to have enough revenue generating work in the summer that their forces can do internally in order to stay above the budget. Part of the challenge is you cannot staff a year round operation simply for the big events. He noted that labor is the biggest expense out of anything. When they do a job 40% of that budget goes for labor 40% goes for equipment and 20% goes for materials and they make a thin slice on the equipment aspect of things. He talked about state projects that the county is partaking in as well, specifically he talks about the rebuilding of County Highway EA this year and highlighted that they received 80/20 federal funding where Bellevue and the County are both paying 10% each respectively. Fontecchio said he held out the asphalt paving to gain a little bit of revenue. They try to balance their 6 year plan as they have a spreadsheet that they look at to determine what type of work they will be having such as state bridges or highways and that type of work has to be balanced with the amount of work they have internally. The ZZ project from taking it from a funding allocation only to an actual project should help chip away should help a lot in terms of generating more revenue. There have been some minor changes to the Town Agreements, which he noted; they cannot keep up with the mowing so they either had to buy more mowers, hire more staff or drop the towns. Therefore, there will be no more grass mowing or pavement marking in these towns because of this so the County can focus on State and County facilities respectively.

Supervisor Dantine informed him that the towns are not really happy right now because the County is throwing them to the side after all these years just because the State has more highways. He referenced Fontecchio speaking of a problem they have with making sure they have work for the summer and now grass mowing is being just thrown away even though it's completely revenue generating.

Fontecchio said from a strictly financial point of view, the County does not make money on the towns. He guaranteed Dantine that the towns were being subsidized. If the towns weren't involved he highlighted he could lower his expenses. He gave an example which indicated that the County is losing money on them strictly from a labor standpoint. He stressed the main area of struggle for the County is the mowing and they even struggled in the past year with hiring LTEs. He summarized that they are going to take the equipment and the manpower from the towns and reallocate them and put them on the State and County hereby generating more revenue especially from the State system.

Dantinne believed that more people could be hired if it's strictly a labor restrictive issue in the winter.

Fontecchio said they've talked about hiring people temporarily in the winter and come in just on call. It's a difficult thing to have someone just come in on call in the winter and have the qualifications to jump in a plow and go. He said he could look into that again as Chair Ericksen suggested that as well for snow emergencies specifically.

He spoke a bit about the Twelve-Hour Days topic and noted that with regard to the staffing report that they're only struggling to fill the Civil Engineer position and subsequently they are spending a lot of money in consultants to fill in for this.

Deslauriers stated that he received a lot of calls regarding the Fox River Papermaking Corridor and wanted to know the cause of the severe underestimation of that project and what has been done internally in Public Works to ensure them that this will not happen again.

Fontecchio said that when they first looked at this that they were operating under a set of data that they had, with the best information that was given to them, and they hadn't started any of the design yet so they did their best estimate with what they knew at the time. He noted that it was not possible to anticipate everything as it was one of the most challenging underground projects he has ever seen. He ensured that this would never happen again because he would not ever again give an estimate preliminarily without all the data as this project taught him his lesson. The next time he is asked for an estimate he is going to take the time that he needs to get the proper estimate done. This was a very complex and unique project as the highway department usually isn't involved in projects like this one which mitigates a lot of the opportunity to have these types of issues again.

Deslauriers asked for the root cause of the underestimate.

Fontecchio replied time.

Deslauriers then clarified the question, what was the mistake, not locating facilities or something else?

Fontecchio said that there were a set of assumptions made based on what they were told. He referenced the amount of fill that was used to construct Costco which got brought up 3 or 4 feet. Not having any information and being near the Fox River made it a tough call. There was also an assumption made that Green Bay Packaging was going to be offering some assistance and they were also told that they could be utilizing an easement for Georgia Pacific. So, there were a lot of things that were assumed at the time that got proven untrue as it was a dynamic project that changed. They thought that by building it up they could eventually use a ditch to take the storm water north and get over a lot of the conflicting utilities and then go to the pond and this turned out not to work for a number of reasons. Even as late as a week prior to this meeting, Green Bay Packaging found a discrepancy on their side that made the whole project be lowered 6 more feet. In summary, this was a very challenging, unique project and a lot of the assumptions early on did not pan out and now it's very expensive. He said that if he could go back in time he would say "give me 6 months and \$100,000 and I will engineer it for you and get you an estimate." When this project was beginning there were no designs even from the Green Bay Packaging side of things making this a very conceptual estimate. Everybody did the best they could.

Ericksen emphasized that he felt it be safe to say that there were too many people involved in this and that there was far too much pushing to attempt to meet the timeline and demanding that the price be put together so that it could go to full vote.

Tran wondered why it wasn't just made known that this wouldn't be enough time.

Fontecchio said in the future if somebody wants an estimate and he doesn't have all the data, then it just isn't going to happen.

Tran asked if it was found that there was more contamination in the GBP site, who exactly would be paying for this.

Chair Ericksen did not believe this had any relation or relevance to what they were speaking to here.

Fontecchio said he doesn't have enough answers to speak on it at the moment anyways. He said the big unknown right now is regarding contractors and when things are put up to bid it is all driven by the market and when contractors are busy they are just busy and price goes up.

Tran asked if it was partially the fault of GBP as they didn't do what they said they were going to do.

Fontecchio replied that he didn't believe they knew either, the whole situation was just unfortunate and he left it at that.

Motion by Supervisor Delauriers, seconded by Supervisor Kaster to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

Planning and Land Services
Planning Commission

25. Brown County STEM Innovation Center Construction Update.

Director Lamine stated that things are going well in many regards especially with the construction side of things. The steel is going up and the metal 2x4s are going in. It is indeed starting to look like a building rapidly. The weather though is causing problems on the other hand. Before the holidays he estimated 18 days lost to weather and contractors estimated that 15 days would be lost to weather for the duration of the project. So, even before all the cold weather they were already technically behind. At the time of this meeting Lamine noted they would lose another 5 days in that week itself from the extreme cold. This was a cause for concern as he noted they have a hard deadline of August 15th. One item that he wanted to bring attention to was a field order request which Lamine provided a document regarding, a copy of which is attached to these minutes. He summarized the situation a bit noting that in the main atrium area there was a 36 inch single walled duct that was going to stick out like a sore thumb. This wasn't the look they were going to want as the primary architectural feature of the space and it was not insulated so they asked for a revised plan to do a double walled insulated duct that could be painted to match and the cost of this was around \$12,000. The timeline is tight for the installation of this and the decision must be made rather quickly and that the approvals can be made for it. The bottom-line for the project is that they are in good shape financially, good shape on the budget and so the project as a whole is going well. The biggest concern is the schedule.

Ericksen said that potentially PD&T meetings may be held out there. Lamine highlighted that they are in the process of designing a very nice meeting room which would make this a possibility.

Kaster asked why Sommerville originally designed this building and why they did so with that duct in there in the first place.

Lamine said over the course of a project things come up and this was unfortunately one of those things. Everyone came to an agreement that this wasn't the look that they wanted. Part of the thought was that it would be high enough up that it wouldn't even be noticeable.

Motion by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

26. All Hazard Mitigation Plan Update.

This is a project that they do for the Emergency Management office and it's a requirement by the feds in order to be eligible for the Disaster Relief Fund in case a natural disaster were to occur and therefore have a plan in place. This update is to note that it has been kicked off. They were hoping to start last year but nonetheless it was started in January and they hope to have it in place by the end of the year when it is approved by the County Board.

Motion by Supervisor Dantine, seconded by Supervisor Delauriers to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

27. Federal BUILD Grant Award for the State Highway 29/County Highway VV Interchange Project

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Lamine led off by saying this was a big deal. He wanted to give Cole Runge a huge congratulations. He said that the Village of Hobart had applied twice and did not receive the grant. This was a 19.75 million dollar grant to place an interchange on State Highway 29 and County Highway VV. There were 850 applications that went in nationwide and this was the only grant awarded in the State of Wisconsin. They thought it may be the largest competitive grant in Brown County history. Everything that was in the plan that was drafted about 18 years ago in reference to Highway 29 has really been done and this is the final piece of that infrastructure.

Motion by Supervisor Dantine, seconded by Supervisor Delauriers to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY.

Land Information

28. Approval of the Brown County Land Information Plan 2019 – 2021.

GIS Coordinator Jeff DuMez highlighted that this was a State required plan and a template that he had to use based on what every County has to submit. It is a 3 year plan and there are a number of good projects in it and it's not as tax levy funded as it is all through the State Land Information program and grants. The document is attached to the agenda for it and he did admit that it was a lengthy document but he summarized it as best as he could in the first 2-3 pages of the document, which will note the projects they have laid out for this timeframe. He talked about a Land Information Counsel that they have and this counsel approved this plan about a week and a half ago and it's something they have been working on for several months.

Motion by Supervisor Dantine, seconded by Supervisor Tran to approve. Vote Taken. MOTION CARRIED UNANIMOUSLY.

Zoning – No items.

Property Listing – No items.

Other

29. Acknowledging the bills.

Motion made by Supervisor Dantine, seconded by Supervisor Tran to acknowledge the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

30. Such other matters as authorized by law. None.

31. Adjourn.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to adjourn at 9:54 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Cayden S. Lasecki
Administrative Assistant

111

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 | FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

MINUTES OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, January 14, 2019**
at the Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was officially called to order by President Tom Klimek at 10:30 am.

2) Roll Call:

Present:

President Tom Klimek
Vice President Bryan Hyska
Commissioner Ron Antonneau
Commissioner Pete Diemer
Commissioner Bernie Erickson
Commissioner Tim Feldhausen
Commissioner Wes Kornowske
Commissioner Mike Vizer
Commissioner Hank Wallace

Excused:

Also Present:

Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Samantha Jerome, Brown County P&RR
Jim and Sylvia Graefe, Interested Residents
Randy Siewert, RGL

3) Approval/Modification – Meeting Agenda

A motion to approve the Agenda was made by Bernie Erickson and seconded by Bryan Hyska. Unanimously approved.

4) Approval/Modification – Minutes of November 12 Meeting

A motion to approve the minutes of November 12, 2018 was made by Tim Feldhausen and seconded by Wes Kornowske. Unanimously approved.

5) Announcements/Communications

Dean Haen introduced the department's new Clerk/Typist, Samantha Jerome.

Bernie Erickson asked about whether or not any ice breaking plans to occur. Mr. Haen explained that there will not be any significant ice breaking due to the mild

winter to date. The last ship of the season is set to leave January 20th and the 2018 shipping season will officially come to a close at that time.

Mr. Haen shared that he has communicated with Congressman Gallagher's office to confirm the date of the Port Symposium to be Tuesday, March 19th. Possible topics of interest for guest speakers were discussed including the most recent Economic Impact Report, Tall Ships Festival, updates on cruising, and remote bridge operations.

President Tom Klimek stated that he saw the press release from the Wisconsin Commercial Ports Association regarding its support for Craig Thompson as WisDOT Secretary.

6) Approved Coastal Management Grant Budget Adjustment

Mark Walter explained that this budget adjustment is for 2018 acknowledging the Renard Island grant to develop an end-use plan. The budget adjustment is to acknowledge that the grant was received, the project is moving forward, and that there will be carryover from 2018 into 2019.

A motion to approve the Coastal Management Grant Budget Adjustment was made by Bernie Erickson and seconded by Hank Wallace. Unanimously approved.

7) 2019 Public Communication Plan

Mr. Haen explained that the Communication Plan is similar to past years' plans with the exception of some slight changes in advertising and a greater public relations focus on the Foreign Trade Zone.

Changes in the current riverfront signage were also discussed including possibly making signs less 'wordy', updating the old Port logo with the newer logo, and making signs more visually appealing. Mr. Haen offered to bring design idea options to the Commission at a later date. Mike Vizer asked if there would be push back from the City. Mr. Haen replied that the Port will make sure that it is okay to update the signs before moving forward.

The New North Summit was discussed as an option for sponsorship.

Mr. Erickson suggested that the future Convention and Visitors Bureau building would be a beneficial opportunity for the Port to gain more exposure.

A motion to approve the 2019 Public Communication Plan was made by Tim Feldhausen and seconded by Mike Vizer. Unanimously approved.

8) Beneficial Reuse of Dredge Material RFP

Mr. Haen mentioned that some administrative or legislative changes may need to be made in order for dredge material to be treated the same as top soil.

Mr. Walter noted that the RFP aims to look at the benefits of beneficial reuse of dredge material and work with the Port, the WDNR and others involved in the process of dredge material reuse.

Pete Diemer pointed out that some of the language included in the RFP is very prescriptive and asked if the hired party would be allowed to amend some of the language being used. Mr. Walter answered that yes they would be. Mr. Haen stated that there might be a disconnect between the scope of work portion of the RFP and the attached appendix. Mr. Haen suggested that the RFP be brought back at next month's meeting for approval. Mr. Diemer agreed to help with final development of the RFP.

No action taken. Item deferred to February 11, 2019 meeting.

9) 2019 Tall Ship Sponsorship

Regarding sponsorship at the 2019 Tall Ships Festival, Mr. Haen stated that PMI has offered boardwalk sponsorship of \$5,000 which would include signage along the entire boardwalk as well as a booth. The sponsorship will be \$3,500 cash and \$1,500 of in-kind Port of Green Bay services towards the festival's water-based needs such as dredging, Coast Guard, dock wall, etc.

Ron Antonneau asked if the dock wall was fixed to be able to let cruise ships dock at Leicht Park. Mr. Haen said that a letter was sent last year and the year before. Mr. Klimek asked if there was any formal reply to the letter to which Mr. Haen answered no.

Tim Feldhausen said that the Port really needs to have a presence at the festival and that he would highly support it.

A motion to approve the 2019 Tall Ship Sponsorship was made by Mike Vizer and seconded by Hank Wallace. Unanimously approved

10) Remote Bridge Operations

Mr. Haen stated that Sturgeon Bay has been successful with remote bridge operations. They have had a failsafe system in place and have not had any issues. WisDOT is now proposing remote bridge operations in Green Bay. Mr. Antonneau asked if bridge tenders are periodically checked up on. Mr. Haen indicated that the intention is to have bridge tenders in place during the 2019 season as a precaution until the 2020 season.

11) Great Lakes Navigation Funding Allocation

Mr. Haen stated that the Port of Green Bay is proposed to be funded at \$3.5 million. These numbers are stable and should keep going up as full use of the Harbor Maintenance Trust Fund occurs.

Mr. Klimek asked for clarification regarding \$700,000 for Kewaunee Harbor for dredging. Mr. Haen explained that it could have to do with the lighthouse, breakwall, repairs and maintenance, or dredging.

12) Staff Report on Agricultural Products Research

Mr. Walter said that there are not a huge range of bulk products to look at but that agricultural products move a lot through ports in the Great Lakes. Wisconsin exports a lot of agricultural products that may move viably through the Port. Corn, grains, and soybean are currently moving primarily by truck and train through the state while others are moving almost exclusively by container. There may be an opportunity to move this type of product out of the Port within ten years.

13) Director's Report

Mr. Haen stated that the Port is participating in a lawsuit against the Coast Guard pilots around the Great Lakes. Their pay has increased by almost doubling over the past five years and that there is still no resolution from 2017 and 2018 efforts to repeal.

Regarding ballast water, Mr. Haen stated that currently the Coast Guard, the EPA and individual states have authority over ballast water discharge. New vessel discharge legislation would split the duties between just the Coast Guard and EPA. EPA would have regulatory authority and the Coast Guard would have the inspection and management authority.

Mr. Haen stated that the Port is continuing to explore the Pulliam plant site for Port uses. The county planning department has plans to conduct a land use study.

14) Tonnage Report

Mr. Haen stated that the Port is still open until January 20th so the final tonnage numbers will be ready for the February meeting. To-date, the Port has surpassed 2 million tons, the highest tonnage since 2007.

No action taken. Item deferred to February 11, 2019 meeting.

15) Acknowledgement of Bills

A motion to approve the payment of bills was made by Tim Feldhausen and seconded by Ron Antonneau. Unanimously approved.

16) Such Other Matters as Authorized by Law – Update

The next meeting is tentatively scheduled for February 11, 2019.

17) Adjourn

A motion to adjourn the Harbor Commission meeting at 11:54 am was made by Hank Wallace and seconded by Ron Antonneau. Unanimously approved.

Tom Klimek, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, December 5, 2018
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>X</u>	Kathleen Janssen	<u>X</u>	Glen Severson	<u>X</u>
Brian Brock	<u>X</u>	Dotty Juengst	<u>X</u>	Ray Suennen	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Dave Kaster	<u>X</u>	Norbert Van De Hei	<u>X</u>
Bernie Erickson	<u>X</u>	Michelle Kerr	<u>X</u>	Jason Ward	<u>X</u>
Kim Flom	<u>X</u>	Patty Kiewiz	<u>X</u>	Matthew Woicek	<u>X</u>
Steve Grenier	<u>Exc</u>	Aaron Linssen	<u>X</u>	Reed Woodward	<u>X</u>
Mark Handeland	<u>Exc</u>	Michael Malcheski	<u>Exc</u>		
Matthew Harris	<u>X</u>	Austin Miloszewicz	<u>Exc</u>		
Frederick Heitl	<u>X</u>	Gary Pahl	<u>X</u>	Br. Co. Board- Rural (Vacant)	
Phil Hilgenberg	<u>X</u>	Terry Schaeuble	<u>X</u>	City of Green Bay (Vacant)	

Others Present: Chuck Lamine, Cole Runge, Ker Vang, Dan Teaters, and Kathy Meyer. Public audience: Matt Spiel, Federal Highway Administration, Christel Giesen, Assistant Director, ADRC

1. Approval of the minutes of the November 7, 2018 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl and seconded by P. Kiewiz to approve the minutes of the November 7, 2018 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried

2. Discussion and action regarding an amendment to the WDNR Water Quality Grant contract.

D. Teaters explained in the past the DNR created one contract for the full amount of the grant. This year, due to the uncertainties with the federal budget, the DNR was not willing to do one contract because of the uncertainty of the allocations, so the contract was broken down into two portions. We have not yet received the amendment for federal funds of \$21,200, the second half of the grant.

D. Teaters stated that staff is requesting Planning Commission to authorize staff to execute the amendment and have Planning Commission sign-off once the amendment is received.

A motion was made by D. Kaster and seconded by D. Juengst to authorize staff to sign the amendment to the WDNR Water Quality Grant contract. Motion carried.

3. Presentation of the 2018 TMA Certification Review Report by the Federal Highway Administration (FHWA).

C. Runge provided a brief overview of the TMA Certification Review process.

C. Runge introduced Matt Spiel from the Federal Highway Administration.

M. Spiel reviewed the certification review process:

- Desk review: Prior to having the meeting – take a look at the products the MPO produces throughout the 4 years prior to the previous TMA certification review
- On-site meeting
- Public meeting
- Produce final report
- Results: Whether or not the Federal Highway Administration certifies the MPO for another 4 years

M. Spiel provided an overview of what topics the certification review consists of along with recommendations and any corrective actions:

- Metropolitan Planning Area Boundaries
- MPO Structure and Agreements
- Unified Planning Work Program
- Metropolitan Transportation Plan
- Transit Planning
- Transportation Improvement Program
- Public Participation
- Civil Rights
- Consultation and Coordination
- Transportation Performance Management
- Freight Planning
- Environmental Mitigation/Planning Environmental Linkages
- Transportation Safety and Security
- Nonmotorized Planning/Livability
- Integration of Land Use and Transportation
- Travel Demand Forecasting
- Congestion Management Process/Management and Operations

M. Spiel summarized the recommendations.

STBG Sub-allocated Funds: M. Spiel indicated that they have looked at the accounting and how WisDOT is making available those funds throughout the current FAST Act. M. Spiel stated they have found that the accounting does line up; however, the level of transparency of how the funds are being spent is questionable, and FHWA feels there needs to be additional conversations about how to improve the practice of how that funding is being made available to each of the TMAs and how its being prioritized by the MPOs.

Lengthy discussion occurred concerning the withheld STBG funds and how the communication from WisDOT can be improved.

Unified Planning Work Program: M. Spiel stated that while the MPO meets all planning requirements in the development and implementation of its UPWP, it is noted that since 2014, the MPO has not been fully utilizing a substantial portion of its funding allocation for federal planning activities and expenses. The additional funding can be used on IT (computer equipment), building improvements that need to be done, and other expenses.

Transportation Plan: There are a number of new planning rules in place that need to be taken into consideration. When updating the Long-Range Transportation Plan, don't forget about transportation performance measures and targets. WisDOT has set targets for a number of the performance measures and the MPOs have the ability to set their own targets or support the state's targets. FHWA acknowledged that the Green Bay MPO has met the target establishment requirements, but it is important to reflect these targets in the MPO's upcoming Long-Range Transportation Plan Update.

Public Participation: The Federal Team recommends that the MPO make more efforts to go out into the community to engage the public. However, the Federal Team also commends the MPO for its efforts to engage people through a variety of online and other digital methods.

Freight Planning: Continue efforts to coordinate with freight entities or companies in the region.

Brief discussion occurred on utility company wires holding up the movement of freight. G. Pahl asked why can't the federal government set some rules on these utility companies. M. Spiel stated that this is more of a state issue rather than a federal issue. M. Spiel stated he would take this issue back to his division office.

Travel Demand Modeling: The MPO and the WisDOT Northeast Region are doing a great job of working together. It is recommended that the MPO work with WisDOT to update the Travel Demand Model Memorandum of Understanding to reflect the guidance in Chapter 9 of the WisDOT's Transportation Planning Manual.

Congestion Management Process: Continue efforts to evaluate impact of implemented congestion management processes.

M. Spiel summarized the MPO's commendations from the FHWA review:

- Public Participation
- Civil Rights
- Land Use and Transportation

M. Spiel stated based on the certification review, the FHWA and FTA advised the Green Bay MPO that its metropolitan transportation planning process was in compliance with Federal planning requirements.

A motion was made by B. Erickson and seconded by G. Pahl to receive the 2018 TMA Certification Review Report by the Federal Highway Administration (FHWA). Motion carried.

4. Discussion and action regarding Brown County's Section 85.21 Specialized Transportation Assistance Application/Plan for 2019.

C. Runge stated the Section 85.21 Specialized Transportation program was enacted in 1981 and it was designed to provide transportation assistance to seniors and people with disabilities.

Brown County receives an annual allocation from that state through §85.21. The amount of money received is based on the number of seniors and people with disabilities who reside in each county. To receive these funds from the state, the county needs to put up 20% local match. These funds can be used to provide enhanced transportation service, purchase vehicles or other items that enhance that service. C. Runge stated Brown County is expected to receive just over \$556,000 in 2019, with a County match of just over \$111,000, which gives Brown County a total of \$667,901 to spend on projects next year.

C. Runge noted he consulted with each of the recipient agencies prior to developing the draft Brown County Section 85.21 Specialized Transportation Assistance Application for FY 2019. He stated that three of the four projects that received Section 85.21 funding in 2018 are proposed to receive Section 85.21 funding in 2019. The only difference is that the Section 85.21 funds that were used for the Brown County Mobility Management Program in 2018 are proposed to be used to help fund a Specialized Transportation Travel Voucher Program in 2019. The travel voucher program will be administered by the Brown County Mobility Management Program.

Project Name	Brown County Health and Human Services Department Van Driver	Curative Connections Transportation Service	Salvation Army Transportation Service	Specialized Transportation Travel Voucher Program	Totals
§85.21 Annual Allocation	\$30,309	\$476,535	\$8,250	\$41,535	\$556,629
§85.21 Trust Fund	\$0	\$0	\$0	\$0	\$0
County funds	\$6,600	\$95,307	\$1,650	\$7,715	\$111,272
Total:					\$667,901

C. Runge stated that the intent of the Specialized Transportation Travel Voucher Program is to provide services to seniors and people with disabilities when other services are not available.

A question was asked about how a disability is classified. C. Runge stated that there have been a couple of ways discussed. Basically there is a certain level of disability that qualifies you for half-fare trips on Green Bay Metro. If you qualify for those half-fare trips, then you qualify for the vouchers. Another way to qualify is if you have a qualifying disability to be certified to use Green Bay Paratransit and the Curative Connections transportation services. If you qualify for those services, you also qualify for the voucher program.

C. Runge stated that planning staff held the required public hearing and no comments were received.

C. Runge stated that staff presented the draft 2019 Section 85.21 Specialized Transportation Assistance Application/Plan to the Brown County Transportation Coordinating Committee. Unfortunately there was not a quorum, so the committee could not formally recommend approval of the Application/Plan. However, the committee members present unanimously supported its approval by the Brown County Planning Commission Board of Directors.

C. Runge stated that staff is requesting approval of the Application/Plan tonight. If approved tonight, the next step in the process is for staff to forward it to WisDOT for its final approval, and the deadline for this is the end of December.

A motion was made by G. Pahl, and seconded by G. Severson to approve Brown County's Section 85.21 Specialized Transportation Assistance Application/Plan for 2019. Motion carried unanimously.

5. Discussion and action regarding Highway Safety Improvement Program Performance Measure Targets for 2019.

C. Runge stated in February 2018 staff brought before the Planning Commission a similar resolution for 2018. C. Runge stated that staff recommends supporting the WisDOT targets for 2019.

Staff requests approval of the resolution by the Planning Commission Board adopting Highway Safety Improvement Program Performance Measure Targets for 2019.

A motion was made by G. Pahl and seconded by J. Ward to approve the Highway Safety Improvement Program Performance Measure Targets for 2019. Motion carried.

6. Presentation of the MPO's 2018 Transportation System Performance Measures Report.

K. Vang provided a PowerPoint presentation on the Transportation System Performance Measures.

K. Vang summarized the seven performance categories:

- Transportation structures & pavement condition
- Transportation safety
- Highway & street operation, safety & accessibility
- Bicycle & pedestrian facilities
- Public transportation
- Transportation services for seniors & individuals with disabilities
- Freight transportation (rail, water, & air)

A. Linssen asked why the years compared in the report's graphs vary. Is there a reason the different years were used as a baseline?

C. Runge explained that for the crash trends, staff started the data analysis period in 2000 based on the performance measures identified in the 2010 MPO Long-Range Plan. Staff then kept 2000 as the base year for comparison purposes in subsequent performance measures reports to show long-term trends for the different crash, injury, and fatality categories.

G. Pahl commented favorably on the oversized/overweight, oversized/overweight high clearance route maps used in the report. C. Runge stated that those maps were created as part of a study that MPO staff completed at the request of the Port and Solid Waste Department.

A motion was made by G. Pahl and seconded by M. Harris to receive and place on file. Motion carried.

7. Director's Report.

C. Lamine stated the Town of Holland comprehensive plan was completed and adopted. C. Lamine expressed his appreciation to the members of the citizen advisory committee, town leaders and community for their engagement. C. Lamine also thanked D. Teaters for his work on the plan.

C. Lamine stated the comprehensive plan for the Town of Wrightstown should be ready for adoption in the next couple of weeks.

C. Lamine stated that the County Executive is pleased with the work in the Planning and Land Services department.

C. Lamine thanked the Planning Commission board members for their commitment to the committee and wished them a happy holiday.

8. Brown County Planning Commission staff updates on work activities during the month of November.

Brown County Planning Commission staff updates on work activities for the month of November were reviewed.

9. Other matters.

No Planning Commission meeting in January 2019.

10. Adjourn.

A motion was made by G. Pahl and seconded by R. Suennen to adjourn. Motion carried.

The meeting adjourned at 8:15 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
December 5, 2018**

November 2018 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the Brown County Planning Commission meeting November 7.
- STEM Innovation Center Building Project Management:
 - Prepared and presented Construction project update to the Planning, Development & Transportation Committee meeting Nov 26.
 - Prepared and processed two field orders for additional excavation work and received signatures of approval from County Executive and County Board Chair and presented to the PD&T committee.
 - Met with The Einstein Project to discuss the building lease agreements.
 - Several meetings with County Executive and various County representatives regarding development of the Brown County Research and Business Park and the STEM Innovation Center Building.
 - Attended weekly Construction Progress Meetings with construction and architecture representatives.
 - Reviewed contractor supplier specifications with architect and Brown County Facilities staff.
 - Reviewed project change order requests.
 - Addressed unsuitable soil conditions issue on the site.
 - Prepared and presented budget adjustment request to PD&T for solar project grant.
- CDBG Housing program:
 - Assisted the Senior Planner – Housing with 2017 grant administration for State CDBG Housing Rehabilitation program.
 - Assisted Senior Planner - Housing with project coordination.
- Coordinated with Senior Land Use Planner regarding Sewer Service Area Plan questions and Environmentally Sensitive Area (ESA) protection.
- Attended several coordinating meetings to discuss implementation of the new land records computer system (LandNav) with PALS, Technical Services, and Treasurer's Office staff.
- Personnel:
 - Reviewed personnel evaluations.
 - Reviewed class and compensation study results.
- Coordinated and led Planning and PALS Managers staff meetings.
- Brown County Housing Authority (BCHA)
 - Met with City of Green Bay Planning staff, as well as Brown County PALS and Administration staff regarding Brown County Housing Authority (BCHA) staffing.
 - Reviewed BCHA budget.
 - Reviewed staffing needs and developed staffing and office budget needs for transfer to PALS.
 - Participated in Housing Choice Voucher utilization meeting with HUD and ICS staff.

- Prepared County Board resolution for table of organization change to add a Housing Administrator position and to transfer administrative functions to the Planning and Land Services Department.
 - Prepared proposal to provide administrative services to the BCHA and presented at the BCHA meeting Nov.19 and Planning, Development and Transportation Committee meeting Nov 26.
- Attended and Chaired the Green Bay/Brown County Professional Football Stadium District meeting Nov 6.
- Attended and presented the PALS budget at the County Board Mtg. Oct 31.
- Participated in a teleconference with the County Principal Transportation Planner and SRF Consultants regarding the status of FHWA's review of the Preliminary Engineering and Operations Report (PEOR) for the Southern Bridge EIS's Interstate Access Justification Report.
- Presented Budget Adjustment to replace a non-functioning Planning Staff vehicle and presented at Special Admin Committee meeting Oct 31.
- Attended the Town of Ledgeview Tax Increment District Joint Review Board meeting Nov. 5.
- Prepared contract review and approval form for Public Service Commission of Wisconsin grant for STEM Solar project.
- Participated in a teleconference with the Brown County Executive and Deputy Executive, County Principal Transportation Planner, and representatives of the US DOT Secretary's Office regarding the federal BUILD grant application that was submitted to help fund the construction of an interchange at STH 29 and CTH VV in the Villages of Hobart and Howard.
- Presented Citizen Participation Plan for Brown County Comprehensive Plan update for approval by the PD&T on Nov 26.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Participated in a monthly call-in meeting with representatives of the City of Green Bay, Green Bay Area Public School District, Live54218, and the project consultant for the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan.
- Reviewed and commented on two interim reports that the project consultant prepared for the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan.
- Prepared for and participated in a meeting of the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan Advisory Committee.
- Participated in a teleconference with the Brown County Executive and Deputy Executive, County Planning Director, County Administration Director, and representatives of the US DOT Secretary's Office regarding the federal BUILD grant application that was submitted to help fund the construction of an interchange at STH 29 and CTH VV in the Villages of Hobart and Howard.
- Developed a PowerPoint summary of Brown County's 2019 Section 85.21 Program plan/application to present at the plan/application public hearing. Also conducted the public hearing with the Senior Transportation Planner.
- Collected and recorded ridership and financial data from the current Brown County Section 85.21 Program funding recipients for October. Also collected reimbursement requests from the recipients for October and forwarded them to the PALS Administrative Coordinator for processing.
- Participated in a teleconference with the County Planning Director and SRF Consultants regarding the status of the Federal Highway Administration's (FHWA's) review of the

Preliminary Engineering and Operations Report (PEOR) for the Southern Bridge EIS's Interstate Access Justification Report.

- Began to update the EIS's Project Purpose and Need section.
- Worked with East Central Wisconsin Regional Planning Commission staff to set up video traffic counters to collect data for a study of Webster Avenue between Greene Avenue and Broadview Drive in Allouez. The study area includes the interchange with STH 172.
- Completed the MPO's 2019 Title VI Agreement and Assurances document and submitted it to WisDOT.
- Completed a Title VI/Nondiscrimination Compliance Survey for WisDOT Funding Sub-recipients and submitted the completed survey to WisDOT.
- Corresponded with a representative of the Greater Wisconsin Agency on Aging Resources (GWAAR) regarding the possibility of doing a pilot project involving an insurance company paying for rides for follow-up appointments after people are discharged from hospitals.
- Completed annual performance evaluations for MPO staff. Also met with MPO staff to discuss the evaluations.
- Conducted an MPO staff meeting to discuss MPO work program task responsibilities for 2019.
- Updated the transportation sections of the Planning and Land Services (PALS) Department's 2018 SMART Goals Status Report, 2018 Accomplishments Report, and 2019-2023 Strategic Plan.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Finalized the *2019-2023 Green Bay Metro - Transit Development Plan*.
 - Concluded public participation process.
 - Provide overview of the plan process to the Green Bay Transit Commission.
 - The Transit Commission approved plan on November 21.
 - Began preparing final for publication.
- Reviewed the Draft Statewide Transportation Improvement Program (STIP) issued by WisDOT to ensure consistency with recently approved local TIP.
- Reviewed one production report issued by WisDOT regarding local STBG funded projects.
- Began the November 2017 edition of the *Green Bay Metro – Quarterly Route Data and Analysis Report*.
- Began work on portions of the upcoming Federal Transit Administration Triennial Review (audit) on behalf of Metro staff. The Triennial Review is one of the Federal Transit Administration's (FTA) management tools for examining grantee performance and adherence to current requirements and policies. An on-site interview will be scheduled for 2019.
- Began review and update of Green Bay Metro's Public Participation Policy.
- Attended first of four stakeholder meetings held by the consulting firm hired to conduct a feasibility study to determine if commuter service between Fond du Lac-Oshkosh-Appleton-Green Bay via I-41 is warranted. The East Central Wisconsin Regional Planning Commission (ECWRPC) has received a grant to conduct the study and is the lead on the project.
- Continued to collaborate with the Brown County Mobility Coordinator regarding new Brown County Voucher Program. Reduced cost travel vouchers are now available to Brown County seniors and those with qualifying disabilities to help offset the cost of private pay rides (taxis) when other services are not available.
- Staffed public hearing regarding the 2019 proposed Section 85.21 grant application. The MPO staff took over the administration of the program beginning in 2018.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Completed Excel 2 class offered by Brown County Technology Services.

- Participated in the Brown County Planning Commission Board of Directors meeting on November 7.
- Participated in the Green Bay Transit Commission meeting on November 21. Provided update regarding the commuter.
- Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Dan Teaters, Senior Planner:

- Town of Holland Comprehensive Plan Update
 - Attended the November Town Board Meeting and completed the approval process.
- Certified Survey Maps (CSMs)
 - Began Review of 16 new CSMs
 - Completed review of 10 CSMs
 - Signed and filed 9 CSMs
 - Cursory review for City of De Pere and City of Green Bay
 - C of De Pere: 0
 - C of Green Bay: 1
- Plats
 - Preliminary Plats
 - Began review of 1 preliminary plat
 - Completed review of 1 preliminary plat
 - Final Plats
 - Began review of 1 final plat
 - Completed review of 2 final plats
- ESA Amendments
 - Uploaded 1 ESA amendments to WDNR SWIMS account
- Sewer Service Area Amendments (SSA)
 - Completed review of 1 Minor SSA amendment (Lawrence) and uploaded to WDNR SWIMS account.
- Water Quality Management (WQM) Letter
 - Completed 1 review/letter
- Brown County Comprehensive Plan
 - Constructed a blog site to serve as the "Home Base" for public participation and news releases.
- Assisted 65 members of the public or local communities with inquiries related to Farmland Preservation, zoning, natural resources, and/or land division questions.
- Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Attended the annual NEWSC meeting 11/12/18.
- Attended a meeting with BC Planning staff and ESRI staff to discuss ArcGIS for Advanced Planning to determine if the products could be used for the Brown County Comp Plan Update

The recent major planning activities of Devin Yoder, Senior Planner:

General Planning/Local Assistance

- Attended regular BCPC staff meetings.
- Assisted reviewing CSMs for final signature.
- Assisted in routing contract for Energy Innovation Grant award to install solar panels on the STEM Innovation Center.

- Worked with other staff on summarizing 2018 work accomplishments.
- Met with other BCPC staff to organize work for 2019 projects.

Brown County Comprehensive Plan

- Presented updated CPP (Citizen Participation Plan) to the BCPC at the November meeting.
- Continued to work with other staff on developing the website.
- Met with representatives from ESRI to see what options were available to use ArcGIS Online to present comp plan information and collect public feedback.

Safe Harbors Study

- Continued drafting final report.
- Revised document maps

Town of Wrightstown Comp Plan

- Reviewed final draft document and collected comments from the plan commission members at the November meeting.
 - Staff will present the plan to the Town Board in a public hearing on December 19th.
- Revised the final draft and printed final draft copies for public review. Distributed copies to the Brown County Public Library branches in De Pere and Wrightstown, and with the Town Clerk. The Town website will also have the draft posted online.
- Created announcement to send to adjacent municipalities to access the draft plan.
- Researched land conservancies and how those relate to the village incorporation process for the Town.

Town of Green Bay Area Development Plan

- Identified possible options the Town could pursue within overlay zone framework.
- Presented revised options to the plan commission meeting on November 20th and led discussion on the possible alternatives.

Brown County Supervised Release (Chapter 980) Committee

- Met with the Brown County Supervised Release Committee on November 29th.

The recent major planning activities of Todd Mead, Senior Housing Planner:

- Prepared and ordered one (1) interim site inspection for a Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program client.
- Prepared and ordered one (1) interim housing quality standards (HQS) inspection for a Brown County Revolving Loan Fund (RLF) Housing Program client.
- Prepared and ordered one (1) initial HQS inspections for a CDBG client.
- Prepared and ordered seven (7) final site inspections for CDBG clients.
- Prepared and ordered one (1) lead-based paint assessment for a CDBG client.
- Prepared and ordered one (1) lead-based paint clearances for a CDBG client.
- Met with five (5) CDBG clients and the contractors to prepare them for their future rehabilitation projects.
- Opened and reviewed three (3) new CDBG applications.
- Prepared and closed seven (7) CDBG Housing Rehabilitation Loans.
- Prepared three (3) CDBG Environmental Reviews.
- Prepared and corresponded with one (1) bid document to a CDBG applicant for a future rehab project.

- Reviewed and prepared three (3) mortgage loan satisfactions for existing CDBG clients due to project change orders or payoffs.
- Attended staff meetings.
- Continued training our Planner I – Housing Position.
- Prepared, organized and gave an annual review for our Planner I – Housing Position.
- Prepared and organized for a monitoring audit visit by WDOA to review our CDBG files and financial records.
- Prepared and organized a follow-up meeting with our inspection/project management services to discuss and review our program parameters and how we can be more efficient and effective with our housing quality standards (HQS) evaluations.
- Prepared and organized an annual meeting with our NE Wisconsin Region Committee Members to give updates on our CDBG current and new grant contracts along with home rehab improvement numbers and how we can better our efforts to help those in need in Northeast Wisconsin.
- Procured for both our title and inspection services for our new CDBG grant period.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

The recent major planning activities of Adam Kofoed, Planner I Housing:

- Prepared and ordered one (1) housing quality standards (HQS) inspection for a NE Wisconsin Regional Community Development Block Grant (CDBG) client.
- Prepared documents for one (1) loan closing meeting.
- Assisted Todd with three (3) CDBG clients' loan closings.
- Opened and reviewed seven (7) new CDBG applications.
- Prepared and sent two (2) CDBG Housing Rehabilitation Loan Applications.
- Organized two (2) loan files for potential State of Wisconsin DOA audit reviews.
- Assisted Todd with our annual NE Wisc. Rehabilitation Loan committee meeting.
- Drafted notes and questions asked in the NE Wisc. Rehabilitation Loan committee meeting.
- Assisted Todd with our State of Wisconsin Department of Administration annual monitoring visit.
- Updated our ownership and rental applications to reflect changes requested by the State of Wisconsin.
- Attended one (1) Brown County Housing Authority BCHA board meeting.
- Attended one (1) Integrated Community Solutions ICS landlord meeting regarding the housing choice voucher program.
- Drafted six (6) memorandums on the housing choice voucher program and the role of housing authorities in The State of Wisconsin.
- Attended staff meetings.
- Maintained new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Completed a 3-year Land Information Plan as required by state program statutes.
- Assisted the Senior Planner with the MS4 field data collection.
- Continued assisting Public Safety Communications (PSC) with the 911 Computer Aided Dispatch project, addressing & street issues, and other tasks. Ran several "refreshes" to update information in the new system for testing purposes. Created GIS mapping layers specific to the 911 system including hydrants and police beats.
- Continued to participate in the Land Records System upgrade project. Participated in meetings as needed.
- Provided GIS data for the Brown County Public Works / Highway "My Fleet" plow mapping system.
- Made hundreds of edits to the GIS database (addresses, streets, fire/police areas, PASER road IDs, etc).
- Assisted Tech Services with a security certificate issue with the online GIS mapping apps.
- Assisted the planners with the county comprehensive planning effort.
- Participated in Brown County's 200 year celebration at the museum.
- Provided GIS information for various county departments as needed.
- Created a new "sex offender restriction zone" map for the Town of Morrison.
- Provided GIS data or other services for private businesses, local governments, state and federal agencies.
- Assisted many other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

- Provided current bus route data to a WisDOT staff.
- Provided current bus stop data to a staff at Bay Lake Regional Planning Commission.
- Updated maps for the approved Transit Development Plan.
- Prepared a PowerPoint presentation on the 2018 Transportation System Performance Measures Status Report for the BCPC.
- Created two 36x48 poster boards for the County Executive's 2019 budget report presentation.
- Participated in a meeting with ESRI staff to discuss software products in ArcGIS online for the development of the Brown County Comprehensive Plan and other planning projects on November 14.
- Researched and learned about the Open Data site provided by ArcGIS online.
- Began to update the county's bicycle and pedestrian map using local community proposed bicycle and pedestrian plan.
- Participated in a meeting with MPO staff to discuss the Transportation Planning Work Program for 2019.
- Reviewed and learned about the 85.21 Application/Plan.
- Updated transportation and planning website as needed.
- Participated in PALS staff monthly meetings.

The recent major planning activities of Karl Mueller, Planner I (Transportation):

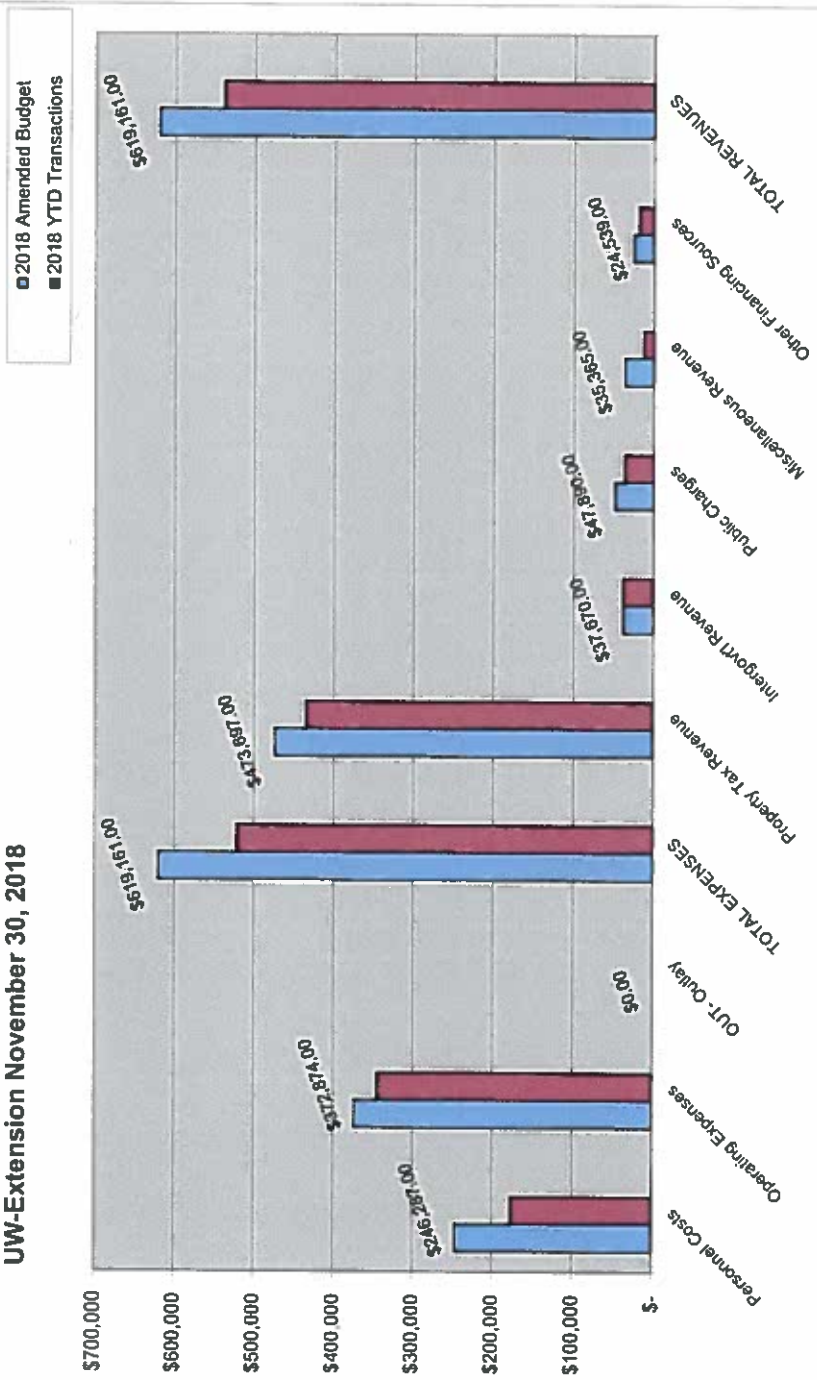
- Assigned 1 address for the Town of Glenmore.
- Reviewed ADA design standards and guidelines for curb ramps and sidewalks.
- Began collecting and managing disability data.
- Created draft maps for disability demographics across the Green Bay Metropolitan Planning Area.
- Updated maps for bus routes 5, 7, 12, 13, 14, and 18 for Green Bay Metro's single route guide.
- Edited and updated the outline for the ADA Transition Plan.
- Edited and updated the curb cuts shapefile.
- Continued collecting background information for the ADA Transition Plan including:
 - Reviewing the Land Use and Transportation chapters for each municipalities' comprehensive plan in the Metropolitan Planning Area;
 - Municipalities' Bicycle and Pedestrian Plans;
 - Existing Safe Routes to School plans.
- Reviewed, "A Model Ordinance for Pedestrian- and Bicycle-Friendly Site Design in the Green Bay Metropolitan Area".
- Reviewed relevant statutes for ADA compliance.
- Updated draft maps of curb ramps in the Green Bay Metropolitan Area.
- Met with representatives from ESRI to review available toolkits for facilitating public participation in the planning process.
- Attended regular BCPC staff meetings.

**Brown County UW-Extension
Unaudited**

November 30, 2018

	<u>2018 Amended</u>	<u>2018 YTD</u>	<u>2017 Amended</u>	<u>2017 YTD</u>
	<u>Budget</u>	<u>Transactions</u>	<u>Budget</u>	<u>Transactions</u>
Personnel Costs	\$246,287.00	\$176,537.60	\$222,530.00	\$217,934.83
Operating Expenses	\$372,874.00	\$344,727.43	\$419,019.00	\$390,270.55
OUT- Outlay	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$619,161.00	\$521,265.03	\$641,549.00	\$608,205.38
Property Tax Revenue	\$473,697.00	\$434,222.25	\$442,652.00	\$442,652.00
Intergov't Revenue	\$37,670.00	\$37,874.10	\$42,631.00	\$51,029.49
Public Charges	\$47,890.00	\$35,761.24	\$70,400.00	\$52,156.69
Miscellaneous Revenue	\$35,365.00	\$12,292.42	\$62,987.00	\$49,267.93
Other Financing Sources	\$24,539.00	\$18,856.32	\$22,879.00	\$20,264.85
TOTAL REVENUES	\$619,161.00	\$539,006.30	\$641,549.00	\$615,370.96

UW-Extension November 30, 2018





**BROWN COUNTY
BOARD OF SUPERVISORS
COURT HOUSE
GREEN BAY, WISCONSIN**

BROWN COUNTY BOARD OF SUPERVISORS

Meeting Date: 2-20-19

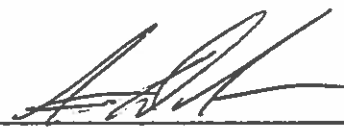
~~Agenda No.~~ : Refer to: PD&T

Motion from the Floor

^{Communication}
I make the following ~~motion~~:

I would like the County to consider participating
~~in the Village of Denmark Business Development Corridor by utilizing the County Public Works Department for certain related construction activities, and request referral to the PD&T Committee Meeting on Monday, 02-25-2019 as the following agenda item:~~

"Discussion and possible action regarding a Resolution Supporting the Village of Denmark Business Development Corridor (copies of the proposed Resolution to be distributed by Corp Counsel to PD&T members at or before the 02-25-2019 PD&T Meeting)."

Signed: 

District No.: 20

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)

H

March 20, 2019

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE
REGISTER OF DEEDS - REAL ESTATE SPECIALIST

WHEREAS, the Register of Deeds Department (“Department”) table of organization currently includes a 1.00 FTE Real Estate Specialist position; and

WHEREAS, the volume of real estate recordings has steadily decreased over the past few years which reduces the need for said full-time position, but coverage is still needed during the busiest times in the office; and

WHEREAS, Human Resources, in conjunction with the Department, recommends deleting the 1.0 FTE Real Estate Specialist position, and creating a 0.75 Real Estate Specialist position, in the Register of Deeds Department table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that it hereby approves of and directs the deletion of a 1.0 FTE Real Estate Specialist position, and the addition of a 0.75 FTE Real Estate Specialist position, in the Register of Deeds Department table of organization, as further described below in the Budget Impact section of this Resolution.

Budget Impact:

Register of Deeds

Partial Budget Impact (3/01/19 – 12/31/19)	FTE	Addition/ Deletion	Salary	Fringe	Total
Real Estate Specialist \$18.22/hr Position #102.620.072 Hours: 2088	1.00	Deletion	\$(32,190)	\$(16,585)	\$(48,775)
Real Estate Specialist \$18.22/hr Position # 102.620.072 Hours: 1566	0.75	Addition	\$24,143	\$15,270	\$39,413

5

Partial Budget Impact					\$(9,362)
Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Real Estate Specialist \$18.22/hr Position #102.620.072 Hours: 2088	1.00	Deletion	\$(38,043)	\$(22,747)	\$(60,790)
Real Estate Specialist \$18.22/hr Position # 102.620.072 Hours: 1566	0.75	Addition	\$28,533	\$17,060	\$45,593
Annualized Budget Impact					\$(15,197)

Fiscal Note: This resolution does not require an appropriation from the General Fund. This resolution reduces employee expenditures in the Register of Deeds 2019 budget by \$9,362.

Respectfully submitted,
 PLANNING, DEVELOPMENT &
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-014R
 Authored by Human Resources
 Final Draft Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
DESLAURIERS	20				
TRAN	21				
MOYNIHAN, JR.	22				
SUENNEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 1-21-2019

REQUEST TO: PD&T, Executive, and County Board

MEETING DATE: 2/25/19, 3/11/19 and 3/20/19, respectively

REQUEST FROM: Cheryl Berken
Register of Deeds

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR REGISTER OF DEEDS
REAL ESTATE SPECIALIST

ISSUE/BACKGROUND INFORMATION:

The volume of real estate recordings have decreased over the past few years. Reducing a 1.0 FTE to a 0.75 FTE with an individual working the 9 am to 3 pm shift each day would cover the busy times in the office and cover that reduced workload.

ACTION REQUESTED:

Delete 1.0 Real Estate Specialist
Add 0.75 Real Estate Specialist

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$(9,362)
2. Is it currently budgeted? ☐ Yes ☒ No ☐ N/A (if \$0 fiscal impact)
 - a. If yes, in which account? _____
 - b. If no, how will the impact be funded? _____
 - c. If funding is from an external source, is it one-time ☐ or continuous? ☐
3. Please provide supporting documentation of fiscal impact determination.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

19-019

BUDGET ADJUSTMENT REQUEST

Category

Approval Level

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm
2/20 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm
2/20 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm
2/20 County Board |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm
2/20 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm
Admin Committee
2/20 County Board |

Justification for Budget Change:

Extension Brown County has received a grant from KidsGardening to use for the Brown County Community Gardens Teen Farmers' Market Program. The Teen Farmers' Market Program helps teenaged foster youth to grow, harvest and sell produce in weekly summer sessions that also include speakers on topics from nutrition to marketing and field trips to sustainability-focused organizations. Youth build life and work skills through this program, as well as increase their mental well-being. This grant will be used to purchase gardening supplies for the youth to use during planting, harvesting and/or markets.

Fiscal Impact \$1,000

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.4309	Other Grant Revenue	\$1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5300	Supplies	\$1,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

2/12/19

AUTHORIZATIONS

Judy Kruss
Signature of Department Head

Department: UW Extension

Date: 01/31/2019

[Signature]
Signature of BOA or Executive

Date: 2/14/19

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation
Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:
Director of Admin
- Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.)
County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
Admin Committee
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
Oversight Comm
1/28 County Board
- ☐ 6 Reallocation between two or more departments, regardless of amount
Oversight Comm
1/28 County Board
- ☒ 7 Any increase in expenses with an offsetting increase in revenue
Oversight Comm *iw*
1/28 County Board
- ☐ 8 Any allocation from a department's fund balance
Oversight Comm
1/28 County Board
- ☐ 9 Any allocation from the County's General Fund
Oversight Comm
Admin Committee
1/28 County Board

Justification for Budget Change:

2019 UW Extension received a grant from the Greater Green Bay Community Foundation for \$10,000 to deliver the Rent Smart Program. Programming will begin in 2019, and expenses will include staff wages/fringe, supplies for operating the program, printing and postage, and travel and training in the form of delivering the program at offsite locations. Refer to Resolution 12I dated 2/20/19.

Fiscal Impact \$10,000

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.4309	Other Grant Revenue	\$10,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5100	Wages and Fringe	\$4,377
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5300	Supplies	\$2,956
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5601.400	Printing	\$1,319
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5340	Travel & Training	\$1,348

AUTHORIZATIONS

Judy Knudsen
Signature of Department Head

Department: UW Extension

Date: 01/29/2019


[Signature]
Signature of DOA or Executive

Date: 2/19/19

PLANNING, DEVELOPMENT AND TRANSPORTATION
2018 TO 2018 CARRYOVER FUNDS

<u>DEPARTMENT</u>	<u>ACCOUNT #</u>	<u>PURPOSE</u>	<u>AMOUNT REQUESTED</u>
<u>Facility Management</u>			
Repairs and Maintenance Building	100.054.041.5307.300	CTC exterior siding repair	15,000
Repairs and Maintenance Building	100.054.038.5307.300	Dome cleaning and reapplication not completed	70,000
Repairs and Maintenance Building	100.054.042.5307.300	Jail roof repairs not completed	45,000
			<u>130,000</u>
<u>Planning and Land Services</u>			
Outlay - Equipment (\$5,000+) - Zoning	100.066.067.6110.020	Purchase of a new truck not completed in 2018	25,000
Contracted Services - Planning	100.066.065.5700	Consulting services for traffic modelling for Southern Bridge	7,916
Outlay - Equipment (\$5,000+) - Planning	100.066.065.6110.020	Purchase of a new truck not completed in 2018	21,776
			<u>54,692</u>
<u>Highway Capital Projects</u>			
	440.044.XXXX	Continuation of highway projects	<u>210,254 *estimated</u>
<u>Building Upgrade Projects</u>			
	410.054.XXXX	Continuation of project implementation	<u>75,755 *estimated</u>
<u>Land Information & Tax Collection</u>			
	461.066.001.XXXX	Continuation of project implementation	<u>109,404 *estimated</u>

Approved by County Executive:



Signature



Date

9, 11, 12, 24

These are the available funds at this time. They may be changed for any audit or adjusting entries.

19-017

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:
 • Reallocation to another account strictly for tracking or accounting purposes
 • Allocation of budgeted prior year grant not completed in the prior year Director of Admin
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts). Admin Comm
- ☐ 5 b) Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation. Oversight Comm
2/3 County Board
- ☐ 6 Reallocation between two or more departments, regardless of amount Oversight Comm
2/3 County Board
- ☒ 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm
2/3 County Board
- ☐ 8 Any allocation from a department's fund balance Oversight Comm
2/3 County Board
- 9 Any allocation from the County's General Fund (*requires separate Resolution*)
After County Board approval of the resolution, a Category 4 budget adjustment must be prepared. Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

This budget adjustment is for the use of Specialized Transportation Assistance (Sec. 85.21) Program Trust dollars to fund the purchase of capital items by eligible agencies to provide transportation services to seniors and people with disabilities within Brown County. The Sec. 85.21 Trust currently contains \$128,430, which significantly exceeds the state-imposed cap of \$80,000. If this excess funding is not spent, it will have to be returned to the state. To spend the Sec. 85.21 Trust to a level preferred by the state (which is as close to \$0 as possible), PALS staff will solicit applications for capital projects from eligible agencies in Brown County. Funding awards will be approved by the BC Planning Commission Board of Directors. The use of Sec. 85.21 Trust funds for capital projects has already been approved by the WI Department of Transportation. NOTE: Some trust funding is recommended to be retained for possible emergency projects in 2019 (mid-year replacement of broken vehicles, etc.)

Budget Impact: \$110,000

*Enter \$0 if reclassifying previously budgeted funds. Enter actual dollar amount if new revenue or expense.

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.066.065.4900	Planning Miscellaneous Revenue	\$110,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.066.065.5700	Planning Contracted Services	\$110,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS

Signature of Department Head

Signature of DOA or Executive

Planned Land Services
1/28/19

Revised 12/3/18

10

Airport Legal Services Contract Extension

Brief Background: Seven years ago, the Airport issued an RFP for legal services. Local attorney Gary Wickert was selected. Mr. Wickert's contract is expiring in June 2019. Mr. Wickert is currently working on a number of projects for the Airport, to include airlines leases, Viasala runway pavement sensor contract, general aviation tenant leases, U.S. Customs and Border Protection leases, rental car service facility leases, Minimum Standards documents creation, National Weather Service lease, and WPS utility easements. In an effort to facilitate the timely continuation of these and other projects, it is being requested to extend Mr. Wickert's contract for an additional two years at the same rate (see attached letter). A clause will be included to allow either party to terminate the contract with 120 day notice.

Action: The Airport respectfully requests the contract for Outside Legal Services be extended for two (2) years, ending June 30, 2021, with a 120-day termination clause.

GARY A. WICKERT, S.C.
Attorney and Counselor at Law
801 E. WALNUT • P.O. BOX 1656
GREEN BAY, WISCONSIN 54305

Gary A. Wickert

Telephone (920) 433-9425

Fax (920) 432-9188
wicklaw@gbonline.com

January 14, 2019

VIA EMAIL and HARD COPY

Mr. Marty Piette, A.A.E.
GREEN BAY AUSTIN STRAUBEL INTERNATIONAL AIRPORT
2077 Airport Drive
Green Bay WI 54313

RE: Professional Services

Dear Marty:

My Professional Services Contract (as extended) with the Airport is scheduled to expire on June 30, 2019. I would like to extend the contract for an additional two years; the expiration date would then be June 30, 2021. In return for the extension, I would keep my hourly rate at \$295.00 -- this is the rate that has been in effect since the year 2017.

Please advise if this proposal is acceptable.

Very truly yours,

GARY A. WICKERT, S.C.


Gary A. Wickert

GAW:prn

cc: Sue Bertrand
Rachel Engeler

Rebuild Airport Terminal Building Chiller Compressor

Brief Background: Last summer the chiller compressor shaft seal was rebuilt due to a coolant leak. It was subsequently discovered that the compressor shaft was bent along with worn bearings. The compressor is approximately 20 years old and is nearing a 50,000 hour overhaul. In order to correct the bearing and shaft problems of the compressor and complete the overhaul, an RFB was conducted to rebuild the compressor. The lowest bid received was from Johnson Controls for \$69,730.

ATTACHMENT B: RFB COST SHEET

(Use of this form is required when submitting your documents; do not submit copy of project details with your submission)

Vendor Information

COMPANY PHYSICAL LOCATION INFORMATION					
Legal Name:	JOHNSON CONTROLS INC.				
Address:	5757 NORTH GREEN BAY RD				
City:	MILWAUKEE	State:	WI	Zip:	53201-0591
Phone:	414-524-1200	Fax:	414-524-2007		
Federal ID #:	39-0380010	Website:	http://www.johnsoncontrols.com		
COMPANY REMIT INFORMATION (where to send payment, if different than above)					
Billing Name:	Johnson Controls				
Name to print on check, if different than above					
Address:	PO Box 730068				
City:	DALLAS	State:	TX	Zip:	75373
Accounts Payable Contact:	Marcus Anschutz	Phone:	920-831-3815		
Accounts Payable Email:	Marcus.e.Anschutz@jci.com	Payment Terms:	Net 30		
CONTACT INFORMATION / PRIMARY PERSON TO NOTIFY FOR INTENT TO AWARD OR THANK YOU					
Primary Name:	Tom Mulroy	Title:	Account Executive		
Email:	Thomas.R.Mulroy@jci.com				
CONTACT INFORMATION / SECONDARY PERSON TO NOTIFY FOR INTENT TO AWARD OR THANK YOU					
Secondary Name:	Marcus Anschutz	Title:	Lead Customer Service Agent		
Email:	Marcus.E.Anschutz@jci.com				
CONTACT INFORMATION / PROJECT MANAGER					
Project Manager Name:	Joe Sarnowski	Title:	Master Chiller Technician		
Phone:	920-279-9550	Fax:	866-348-3796		
Email:	Joseph.J.Sarnowski@jci.com				
CONTACT INFORMATION / PERSON AUTHORIZED TO SIGN CONTRACT					
Contract Signer Name:	Tom Mulroy	Title:	Account Executive		
Phone:	920-378-1430	Fax:	866-348-3796		
Email:	Thomas.R.Mulroy@jci.com				

Does your Company accept MasterCard Credit Card for payment? ☒ YES ☐ NO (Circle one)If credit card payment is accepted, do you charge a service fee? YES ☒ NO (Circle one)

If yes, service fee is _____%

Comments:	
-----------	--

Does your Company accept the Brown County Standard Contract? YES NO (Circle one)

Comments:	
-----------	--

RFB Pricing

BASE BID: Provide costs for all labor, materials and equipment to complete the project in strict accordance to the Specifications and/or Drawings

FOR THE SUM OF
Sixty Nine Thousand Seven Hundred Thirty Dollars and Zero Cents

Dollars (\$ 69,730.00)

****All pricing is to be inclusive of all costs including travel and meals.***

ATTACHMENT F: BIDDER'S CERTIFICATE**BIDDER'S CERTIFICATE**
Per Wis. Stat. Sec. 66.0901(7)

This Bidder's Certificate form must be completed by the contractor submitting a bid/proposal, and must be sworn to, notarized and timely returned to Brown County, as directed in the Request for Bids.

Statement of Bidder:

I hereby incorporate this sworn Bidder's Certificate into my bid/proposal, and hereby make this Bidder's Certificate part of my bid/proposal.

I affirmatively state that I, or an authorized representative of mine, have/has examined and carefully prepared the bid/proposal submitted from the plans and specifications provided, and have checked the same in detail before submitting the bid/proposal to the County of Brown. I have also included the names of subcontractors I propose to contract with and the class of work to be performed by each elsewhere in my bid/proposal.

Chad Volz	State of WI
Printed Name of Signor	County of: <i>Outagamie</i>
<i>[Signature]</i>	Signed and Sworn to Before Me on (Date):
Signature of Signor	<i>2/18/19</i>
<i>2/14/19</i>	By (Printed Name): <i>Robbi Srnka</i>
Date Signed	Notary's Signature: <i>[Signature]</i>
Branch Installation Manager	Notary's Expiration Date: <i>2/28/20</i>
Title of Signor	Notary's Seal:
920-284-2461	ROBBI SRNKA Notary Public State of Wisconsin
Phone of Signor	
Chad.Volz@jci.com	
Email Address of Signor	

ATTACHMENT C: RFB ADDENDUM ACKNOWLEDGEMENT

(If Addendums exist for this project, please sign and date and send with your bid)

The undersigned acknowledges receipt of the following addenda by checking the box(es) below:

1 ☒ 2 ☒ 3 ☐ 4 ☐ 5 ☐ 6 ☐

Additional Addenda should be written here:

I have examined and carefully prepared the RFB/RFP/RFQ from the plans and specifications and have checked the same in detail before submitting the RFB/RFP/RFQ to Brown County.

The Undersigned agrees to the above statement:

Printed Name: Thomas R Mulroy

Signature: *Thomas R Mulroy*

Date: 2-18-2019

If this RFB/RFP/RFQ is assigned a project number all vendors are responsible to check for addendums, published on the DemandStar website and our website at www.co.brown.wi.us, for this project prior to the due date.

If RFB/RFP/RFQ has already been submitted, vendor is required to acknowledge receipt of addendum via fax or e-mail prior to due date. New RFB/RFP/RFQ must be submitted by vendor if addendum affects costs.

Vendors that do not have Internet access are responsible for contacting our purchasing department at 920-448-4040 to ensure receipt of addendums issued.

RFBs/RFPs/RFQs that do not acknowledge addendums may be rejected.

All RFBs/RFPs/RFQs submitted will be sealed. Envelopes are to be clearly marked with required information. Sealed RFBs/RFPs/RFQs that are opened by mistake due to inadequate markings on the outside may be rejected and returned to the vendor.

**EMPLOYEE'S WORKING OVER 12 HRS. IN A 24 HR. PERIOD REPORT
BROWN COUNTY AUSTIN STRAUBEL INTERNATIONAL AIRPORT**

February - 2019

EMPLOYEE NAME	DATE	HOURS WORKED-24 HR. PERIOD	REASON
Joshua Bukovic	1/28/19	14.5	Snow Removal
Cody Domke	1/28/19	14.75	Snow Removal
Douglas Hacker	1/28/19	14.75	Snow Removal
Wade Harris	1/28/19	14.75	Snow Removal
David Kanitz	1/28/19	16.25	Snow Removal
James Mutz	1/28/19	14.5	Snow Removal
Richard Powers	1/28/19	14.75	Snow Removal
Marvin Smith	1/28/19	13.25	Snow Removal
David Tomlinson	1/28/19	13.5	Snow Removal
Vernon Vander Leest	1/28/19	14.75	Snow Removal
Zachery Weihert	1/28/19	14.5	Snow Removal
Douglas Hacker	1/29/19	13.25	Snow Removal
David Tomlinson	1/29/19	12	Snow Removal
Vernon Vander Leest	1/29/19	12.5	Snow Removal
Zachery Weihert	1/29/19	12.75	Snow Removal
David Kanitz	1/30/19	12.25	Snow Removal
Vernon Vander Leest	1/31/19	12.25	Snow Removal
Joshua Bukovic	2/5/19	14	Snow Removal
Cody Domke	2/5/19	14	Snow Removal
Douglas Hacker	2/5/19	14	Snow Removal
Wade Harris	2/5/19	14	Snow Removal
James Mutz	2/5/19	14	Snow Removal
Richard Powers	2/5/19	14	Snow Removal
Zachery Weihert	2/5/19	14	Snow Removal
Joshua Bukovic	2/6/19	15	Snow Removal

EMPLOYEE NAME	DATE	HOURS WORKED-24 HR. PERIOD	REASON
Cody Domke	2/6/19	15	Snow Removal
Douglas Hacker	2/6/19	15	Snow Removal
Wade Harris	2/6/19	15	Snow Removal
James Mutz	2/6/19	15	Snow Removal
Richard Powers	2/6/19	15.25	Snow Removal
Marvin Smith	2/6/19	12	Snow Removal
David Tomlinson	2/6/19	12.25	Snow Removal
Vernon Vander Leest	2/6/19	13	Snow Removal
Zachery Weihert	2/6/19	15	Snow Removal
Joshua Bukovic	2/7/19	17.75	Snow Removal
Cody Domke	2/7/19	18	Snow Removal
Douglas Hacker	2/7/19	20.25	Snow Removal
Wade Harris	2/7/19	17.75	Snow Removal
James Mutz	2/7/19	18	Snow Removal
Richard Powers	2/7/19	20.5	Snow Removal
Marvin Smith	2/7/19	15.5	Snow Removal
David Tomlinson	2/7/19	13.5	Snow Removal
Vernon Vander Leest	2/7/19	15.5	Snow Removal
Zachery Weihert	2/7/19	17.75	Snow Removal
David Kanitz	2/8/19	12.5	Snow Removal
David Tomlinson	2/8/19	12	Snow Removal

BROWN COUNTY
GREEN BAY AUSTIN STRAUBEL INT'L AIRPORT

Departmental Openings Summary

To: Planning, Development & Transportation Committee

From: Airport

2/18/2019

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
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All Positions Filled

12:12 PM

2/19/2019

16

March 20, 2019

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING THREE-YEAR STATEMENT OF INTENTIONS FOR
WISCONSIN DEPARTMENT OF TRANSPORTATION'S
HARBOR ASSISTANCE PROGRAM**

WHEREAS, the attached Three-Year Harbor Development Statement of Intentions describes proposed improvements which are in the best interest of the Port of Green Bay; and

WHEREAS, the Wisconsin Department of Transportation, in accordance with state statute, requires a statement of project intentions from local units of government intending to apply for federal and/or state aid related to harbor work of benefit to commercial transportation within the next three years; and

WHEREAS, the Harbor Commission and the Planning, Development and Transportation Committee have carefully reviewed the estimated project costs, funding sources, physical locations and alternatives to the proposed projects; and

WHEREAS, the total local matching funds required for the projects indicated as being funded through the Wisconsin Department of Transportation's Harbor Assistance Program range from twenty (20%) percent to fifty (50%) percent; and

WHEREAS, this Three-Year Harbor Development Statement of Intentions is used by the Wisconsin Department of Transportation for planning purposes only and is not a petition for federal and/or state aid.

NOW THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby approves the attached Harbor Development Statement of Intentions.

Respectfully submitted,

PLANNING, DEVELOPMENT
AND TRANSPORTATION
COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by: Port & Resource Recovery Department

Final Draft Approved by Corporation Counsel

Fiscal Note: This Resolution does not require an appropriation from the General Fund. This is an enabling Resolution for the County to apply for funds through the Wisconsin Department of Transportation's Harbor Assistance Program and is for planning purposes.

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
BORCHARDT	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
DESLAURIERS	20				
TRAN	21				
MOYNIHAN, JR.	22				
SUENEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year **2019**

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: West Shore Port Terminal and Rail/Truck Intermodal Facility

Acquire river front property along Fox River presently owned by We Energies for creation of a port terminal facility that would be available for new port operations. The project would include razing building, brownfield clean-up, filling in old slip, construction of 1,050 ft of new dock wall and dredging.

PART II Project Resources

PART III Rank & Probability

Expected Funding Sources (All types)

Amount

(a) **WI DOT HAP (80%)**

\$10,000,000

(b) **Brown County (20%)**

\$ 2,000,000

(c)

(d)

Total

\$12,000,000

(a) Of the projects listed for the year noted above, this project is of 1st priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:

(Circle One)

High

Medium

Low

Prepared By: **Dean Haen, Director**

Date: **January 31, 2019**

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Port and Solid Waste Department

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year 2019

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Quincy Terminal Dock Restoration and other Related Equipment Needs

US Oil would like to overhaul the current loading/offloading dock located on the east side of the Fox River designed to service the Quincy refined products terminal. Additionally, this project will require an installation of a Vapor Recovery Unit and other equipment such a booster pump. Achieving these capabilities will allow for an increase on barge activity designed to enable critically needed supply into the Green bay Terminal Complex currently heavily affected by the permanent disruption of the Westshore Pipeline. This project is targeted at providing a partial, but significant, solution to the Federal and State tax deficiency created by the disruption, which has generated a major threat to the ability to supply the area. Volumes of refined products will be increased and, better yet, this will contribute to a substantial amount of semi-trucks to be removed from the roads, which not only declutters the roads but also removes risks like decreased road maintenance, accidents, driver error, etc.

PART II Project Resources

PART III Rank & Probability

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) Wisconsin DOT HAP (80%)	\$2,400,000
(b) Brown County (20%)	\$600,000
(c) (US Oil, A division of U.S. venture, Inc.)	
(d)	
	<u>\$3,000,000</u>
	Total

(a) Of the projects listed for the year noted above, this project is of 2nd priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:

(Circle One) High
Medium
Low

Prepared By: **Dean Haen, Port Manager**
Pitter A. Martinez - US Oil, A division
of U.S. venture, Inc.)

Date: **February 10, 2019**

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

GREEN BAY

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year 2019

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit **COMMERCIAL TRANSPORTATION**. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Limestone Storage and Rail Loading Facility

GLC Minerals will expand their limestone storage and rail loading ability upon Port property. The project will consist of installing a rail spur and storage silos

PART II Project Resources

PART III Rank & Probability

Expected Funding Sources (All types)

Amount

(a) WisDOT (80%)

\$1,600,000

**(b) Brown County (20%)
(GLC Minerals)**

\$ 400,000

(c) Others

(d)

**\$ 2,000,000
Total**

(a) Of the projects listed for the year noted above, this project is of 3rd priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:

(Circle One)

High

Medium

Low

**Prepared By: Dean Haen, Director
Holly Bellmund, GLC Minerals, LLC
Date: January 31, 2019**

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year **2019**

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Graymont North Dock Wall

Rehabilitation of existing dock wall, to include major repairs to dock face, 920 feet of renewed sheet piling, replacing sheet anchors, replacing outside bumper guards, and installing new pavement between the dock wall and the new warehouse facility to facilitate across dock loading and unloading of commercial bulk product.

PART II Project Resources

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) WI DOT HAP (80%)	\$856,000
(b) Brown County (20%) (Graymont.)	\$214,000
(c)	
(d)	
	<u>\$1,070,000</u>
	Total

PART III Rank & Probability

(a) Of the projects listed for the year noted above, this project is of 4th priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:
(Circle One) High
Medium
Low

Prepared By: **Dean Haen, Director**
Jared Senn, Graymont
Date: **January 31, 2019**

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Port and Solid Waste Department

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year 2019

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Fox Terminal Critical Enhancements and Repairs

The WestShore pipeline permanent shutdown has forced U.S Oil to come up with out of the normal strategies in order to maintain supply to the Terminal Complex in Green Bay. To efficiently deal with other sources of refined products via different modes of transportation such as truck and rail, the terminal is in need of needed enhancements as follows: booster pump designed to increase handling of volume in a much faster manner, vacuum pump to be added to current Vapor Recovery Unit will increase handling of refined products from 2,700 barrels per hour to 3,500 barrels per hour. The cost of the vacuum pump is around \$150,000.00, while the booster pump should be around \$100,000.00 installed. Additionally, the terminal will have to add additional piping to prevent a current limitation of offloading different modes of transfers simultaneously. That is, currently, there are substantial difficulties when offloading a barge and a set of rail/truck cars at the same time. Adding around 100ft of piping from the loading rack area to the manifold at the laterals should provide a solution to the limitation. The cost of adding the pipe system should be around \$200,000.00. Additionally, the terminal would like to add two additional offloading stations to properly efficiently handle the expectations of increased supply into the Green Bay Terminal Complex. This need would come at a price tag of around \$250,000.00.

PART II Project Resources

PART III Rank & Probability

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) Wisconsin DOT HAP (80%)	\$560,000
(b) Brown County (20%) (US Oil, A division of U.S. venture, Inc.)	\$140,000
(c)	
(d)	
	<u>\$700,000</u>
	Total

(a) Of the projects listed for the year noted above, this project is of 5th priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:
(Circle One) High
Medium
Low

Prepared By: **Dean Haen, Port Manager**
Pitter A. Martinez - US Oil, A division
of U.S. venture, Inc.)

Date: **February 10, 2019**

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Port and Solid Waste Department

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year 2019

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Construction of Rail Car Facility within the Terminal (Parking)

Part of the strategy generated from the need to supply the Green Bay Terminal Complex due to the Westshore Pipeline shutdown is to obtain and bring refined energy products from sources such as Canada. To do so, U.S. Oil must make use of services from third parties via the rail system. Unfortunately, our facilities are unable to handle an increased amount of railcars due to the mechanical limitations to be corrected with the additional piping, but most of all due to space limitations. To continue with operations as desired and required, U.S. Oil would need to have space to process and temporarily park a significant number of cars. At this time, such solution in great scale represents an impossibility. To remove the limitation, U.S. Oil has made a preliminary assessment of the property in question and has determined that there is a portion of the property that could fit. However, that particular section of the property close to the storage tanks has vegetation on it and very likely will be considered "Wetland". This tax matter has been considered a State Emergency and declared as such in 2016 by former Governor Walker. Acquiring the necessary credits, building the rail tracks, putting the necessary piping in place, and moving alternative fuels loading/offloading equipment to that area will contribute to the reduction of the supply limitation and will also help remove trucks from the roads.

PART II Project Resources

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) Wisconsin DOT HAP (80%)	\$480,000
(b) Brown County (20%) (US Oil, A division of U.S. venture, Inc.)	\$120,000
(c)	
(d)	
	<u>\$600,000</u>
	Total

PART III Rank & Probability

(a) Of the projects listed for the year noted above, this project is of 6th priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:

(Circle One) High
Medium
Low

Prepared By: **Dean Haen, Port Manager**
Pitter A. Martinez - US Oil, A division
of U.S. venture, Inc.)
Date: **February 10, 2019**

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year **2019**

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Material Handler

Purchase of a large to medium/large material handler. The addition of this type of equipment has the potential to add additional products/business through the Fox River Terminals facility.

PART II Project Resources

PART III Rank & Probability

Expected Funding Sources (All types)

Amount

(a) WisDOT (80%)

\$1,200,000

(b) Brown County (20%)
(Fox River Terminal)

\$ 300,000

(c) Others

(d)

\$1,500,000

Total

(a) Of the projects listed for the year noted above, this project is of 7th priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:

(Circle One)

High

Medium

Low

Prepared By: **Dean Haen, Director**
Ryan Beauparlant, Fox River Terminals
Date: **January 31, 2019**

18

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year 2020

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit **COMMERCIAL TRANSPORTATION**. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Dockwall Improvements at KK Integrated Logistics, Inc.

KK Integrated Logistics, Inc. utilizes dock wall property for delivery of pulp, other forest products and raw materials for NE WI customers. The dock wall requires stabilization, sheeting, and tie back wall repairs to support the offloading of these vessels. Approximately 200' of dock wall requires repairs to sheeting, ground and surface stabilization, and tie back wall structural support with a cost estimated at \$320,000.

PART II Project Resources

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) Wisconsin DOT HAP (80%)	\$ 256,000
(b) Brown County (20%)	\$ 64,000
(c) (KK Integrated Logistics, Inc.)	
(d)	
	<u>\$ 320,000</u>
	Total

PART III Rank & Probability

(a) Of the projects listed for the year noted above, this project is of **1st** priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:
(Circle One) High

Medium
Low

Prepared By: **Dean Haen, Director**
Cynthia Feller-Kuber, KK
Integrated Logistics, Inc.
Date: **January 31, 2019**

18

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

GREEN BAY

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year **2020**

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit **COMMERCIAL TRANSPORTATION**. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Conveyance System

GLC Minerals install an overhead or underground two (2) way conveyance system to move cargo from existing property with water access to property with a manufacturing facility on Bylsby Avenue.

PART II Project Resources

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) WisDOT (80%)	\$4,000,000
(b) Brown County (20%) (GLC Minerals)	\$1,000,000
(c) Others	
(d)	
	<u>\$ 5,000,000</u>
	Total

PART III Rank & Probability

(a) Of the projects listed for the year noted above, this project is of 2nd priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:
(Circle One) High
Medium
Low

Prepared By: **Dean Haen, Director**
Holly Bellmund, GLC Minerals, LLC
Date: **January 31, 2019**

18

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Land Owner

McDonald Lumber Co, INC.

2020 Angie Ave.

Green Bay WI 54302

Improvements Proposed in Calendar Year **2020**

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: McDonald Warehouse Development

The Marinette Marine Corporation is proposing to build Maneuver Support Vehicle (MSV) as part of a Federal Contract. The project site is located at 701 Bay Beach Rd. Green Bay, WI 54302. The project would bring an economic benefit to the State of Wisconsin, and provide a facility that could be used for additional contract opportunities in the future. The project includes the construction of a ramp, associated facilities, loading equipment, launching equipment, dock and seawall construction, electrical, water, lighting and dredging.

PART II Project Resources

PART III Rank & Probability

Expected Funding Sources (All types)

Amount

(a) WisDOT HAP (80%)

\$2,400,000

(b) Brown County (20%)
(MMC/MLC)

\$ 600,000

(c) Others

(d)

\$3,000,000

Total

(a) Of the projects listed for the year noted above, this project is of **3rd** priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:

(Circle One) **High**

Medium

Low

Prepared By: **Dean Haen, Director**

Chester McDonald, Owner

Date: **January 31, 2019**

18

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year 2021

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Green Bay Harbor Navigational Channel Deepening Project

Deepen federal navigational channel from Grassy Island to the East River Turning basin to St. Lawrence Seaway specification of 26'3". Presently the channel is 26' to Grassy Island then shallows to 24' until the Main St. Bridge and 22' beyond. The channel would need to be dredged a distance of 4 miles. The U.S. Army Corps of Engineers may then be authorized to conduct a Feasibility Study consisting of a cost/benefit analysis to determine if deepening the whole federal channel is warranted. The port would benefit by decreasing shipping costs and expanding cargoes presently not received because the cargoes are transported on ocean-going ships requiring the necessary seaway draft. The total quantity of material to be dredged from the navigational channel is an est. 870,369 cy at a cost of \$25.00/cy or \$21,759,225.

PART II Project Resources

PART III Rank & Probability

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) Wisconsin DOT HAP (50%)	\$15,000,000
(b) Brown County (50%) (Terminal Operators)	\$15,000,000
(c)	
(d)	
	<u>\$30,000,000</u>
	Total

(a) Of the projects listed for the year noted above, this project is of 1st priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:
(Circle One) High
Medium
Low

Prepared By: Dean Haen, Director

Date: January 31, 2019

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year 2021

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit **COMMERCIAL TRANSPORTATION**. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Port of Green Bay Slip and Dock Wall Deepening Project

Dredge the necessary slips and dock walls to St. Lawrence Seaway specification of 26'3". Presently the slips are approximately 24'. The Fox River Dock slip would need to be dredged at an estimated cost of \$600,000. The Western Lime Company dock wall would need to be dredged at an estimated cost of \$300,000. WPS, Flint Hills Resources, Sanimax, St. Mary's Cement, RGL Holdings, C. Reiss Coal, LaFarge, NE Asphalt and Georgia-Pacific would also have to be dredged. Estimated dredging cost of an additional \$2.5 million.

PART II Project Resources

PART III Rank & Probability

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) WI DOT HAP (80%)	\$ 2,720,000
(b) Brown County (20%) (Terminal Operators)	\$ 680,000
(c)	
(d)	
	<u>\$ 3,400,000</u>
	Total

(a) Of the projects listed for the year noted above, this project is of 2nd priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:
(Circle One) High
 Medium
 Low

Prepared By: Dean Haen, Director

Date: January 31, 2019

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019

Send to: WisDOT

Bureau of Railroads & Harbors

P. O. Box 7914

Madison, Wisconsin 53707-7914

Port of Green Bay

Harbor Name

Brown County (Brown County Port & Resource Recovery Department)

Responsible Local Unit of Government

(County, City, Village or Town)

Improvements Proposed in Calendar Year 2021

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit **COMMERCIAL TRANSPORTATION**. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: East Shore Public Port Terminal

Purchase river front property 300' x 1600' along Fox River, presently owned by Green Bay Packaging, Inc., Proctor & Gamble, and Georgia-Pacific for creation of a public terminal facility. Construction of 1,000 lf of dock wall along Green Bay Packaging, Inc., including major dock face, sheet piling, anchors, bumper guards. Construction of an access road from the river front to Quincy Avenue along Interstate Highway 43 through Green Bay Packaging, Inc., property. Relocate Georgia-Pacific intake clarifier. Remove old railroad tracks and prepare property for port commerce.

PART II Project Resources

PART III Rank & Probability

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) WIDOT HAP (80%)	\$8,000,000
(b) Brown County (20%)	\$2,000,000
(d)	
(d)	
	<u>\$10,000,000</u>
	Total

(a) Of the projects listed for the year noted above, this project is of 3rd priority to the applicant.

(b) The estimated probability of this project being started in year noted above is:

(Circle One) High
Medium
Low

Prepared By: Dean Haen, Director

Date: January 31, 2019

**THREE-YEAR HARBOR DEVELOPMENT
STATEMENT OF INTENTIONS**

Due: April 1, 2019
Send to: WisDOT
Bureau of Railroads & Harbors
P. O. Box 7914
Madison, Wisconsin 53707-7914

GREEN BAY
Harbor Name

Brown County (Brown County Port & Resource Recovery Department)
Responsible Local Unit of Government
(County, City, Village or Town)

Improvements Proposed in Calendar Year **2021**

Instructions: Complete one of these sheets for each project contemplated in calendar 2019, 2020 and 2021. Include only those projects that benefit COMMERCIAL TRANSPORTATION. Examples include dredging, dredge disposal and dock wall construction.

PART I Project Description and Objective(s)

Project Name: Connect Prairie Ave to Hurlbut Ct. Relocate Bylsby Ave

The Port of Green Bay in cooperation with GLC Minerals, WE Energies, Fox River Dock Company and others would reconstruct Bylsby Avenue in a SW-NE orientation connecting Prairie Ave. with Hurlbut Ct. This would improve connectivity and travel between the Port, I-43 interchange and downtown Green Bay. Additionally, port terminals currently located along Bylsby Avenue would increase in acreage and commercial transportation capabilities.

PART II Project Resources

<u>Expected Funding Sources</u> (All types)	<u>Amount</u>
(a) WisDOT (80%)	\$12,000,000
(b) Brown County (20%) (Green Bay, and area businesses)	\$ 3,000,000
(c) Others	
(d)	
	<u>\$ 15,000,000</u>
	Total

PART III Rank & Probability

- (a) Of the projects listed for the year noted above, this project is of 4th priority to the applicant.
- (b) The estimated probability of this project being started in year noted above is:
(Circle One) High
Medium
Low

Prepared By: Dean Haen, Director
Date: January 31, 2019

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950

FAX: (920) 492-4957

DEAN HAEN

DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: January 2, 2018
REQUEST TO: Planning, Development and Transportation Committee
MEETING DATE: February 25, 2019
REQUEST FROM: Dean R. Haen, Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Annual Resolution requirement as part of the WDOT Harbor Assistance Grant program

ISSUE/BACKGROUND INFORMATION: Annual Resolution requirement as part of the WDOT Harbor Assistance Grant program

ACTION REQUESTED:

Approval

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

Is there a fiscal impact? Yes ☒ No

a. If yes, what is the amount of the impact?

b. If part of a bigger project, what is the total amount of the project? \$ 0

c. Is it currently budgeted? ☐ Yes ☐ No

1. If yes, in which account?

2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

18

March 20, 2019

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION EXPANDING BROWN COUNTY FOREIGN TRADE ZONE (FTZ) #167
WITH SUBZONE FTZ #167-E**

WHEREAS, on September 21, 1988, the Brown County Board adopted a resolution agreeing to pursue establishment of a Foreign Trade Zone (FTZ) in Brown County, including establishing the boundaries of the General Zone in the Ashwaubenon Industrial Park which includes Austin Straubel International Airport; and

WHEREAS, to date no international commerce activity has ever taken place within the boundaries of the General Zone, although one subzone is active in Osceola, WI; and

WHEREAS, existing properties within the General Zone are completely occupied by companies not involved in international commerce; and

WHEREAS, ProAmpac Holdings, Inc. ("ProAmpac"), with facilities in Appleton, WI and Neenah, WI, has contacted Brown County requesting subzone status of FTZ #167, and is willing to pay the costs of the Application for Subzone Designation and to enter into a Foreign Trade Subzone Operations Agreement, and ProAmpac has agreed to provide revenues to Brown County for FTZ activities upon activation by the U.S. Foreign Trade Zone Board; and

WHEREAS, the FTZ revenues will be dependent upon the amount of merchandise moved through the FTZ, and are expected to range from \$250 to \$2,000/month; and

WHEREAS, the ProAmpac subzone will include 39.59 acres in Neenah and 6.68 acres in Appleton, WI.

NOW THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors that it hereby designates the Director of Port & Resource Recovery, or designee, to be the "Grantee Official" with legal authority expand FTZ #167 by signing the Application for Subzone Designation and by entering into the Foreign Trade Subzone Operations Agreement; and

BE IT FURTHER RESOLVED, that the Brown County Board of Supervisors hereby directs that the designated Grantee Official: 1) sign the corporation counsel reviewed and approved Application for Subzone Designation; 2) enter into the corporation counsel reviewed and approved Foreign Trade Subzone Operations Agreement; and 3) submit the Application for Subzone Designation to the U.S. Dept. of Commerce in order to expand FTZ #167 as stated above.

Fiscal Note: This resolution does not require an appropriation from the General Fund and is anticipated to result in an increase in revenue.

Respectfully submitted,

PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE

Approved by:

COUNTY EXECUTIVE

Date Signed: _____

19-012R

Authored by Port & Resource Recovery Department

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
DESLAURIERS	20				
TRAN	21				
MOYNIHAN, JR.	22				
SUENNEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN HAEN
DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: January 18, 2019
REQUEST TO: Planning, Development and Transportation Committee
MEETING DATE: 2/25/19
REQUEST FROM: Dean R. Haen, Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: EXPANDING BROWN COUNTY FOREIGN TRADE ZONE #167 WITH SUBZONE FTZ167-E

ISSUE/BACKGROUND INFORMATION: ProAmpac is interested in FTZ#167 subzone designation

ACTION REQUESTED:

Approval

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

Is there a fiscal impact? ☒ Yes ☐ No

a. If yes, what is the amount of the impact? Revenue \$12,000 -\$24,000/year

b. If part of a bigger project, what is the total amount of the project? \$ 0

c. Is it currently budgeted? ☐ Yes ☐ No

1. If yes, in which account?

2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

APPLICATION FOR SUBZONE DESIGNATION

(Traditional Site Framework or Outside Alternative Site Framework Service Areas)

1. Please mark the appropriate space below to indicate whether you are requesting that the proposed subzone be subject to your zone's activation limit. (See instructions above for further explanation.)

☒ Subject to zone's activation limit (3-month process)

☐ Not subject to zone's activation limit (5-month process)

2. List the address of the site(s), including the jurisdiction in which the site falls (town, city, county).

Site	Parcel ID	Address	Town	County
167E – 1	121-3339	Jen-Coat, Inc. dba ProAmpac fka Prolamina Midwest Corporation 1055 Winchester Ave Neenah, WI 54956	Neenah (121 - Village of Fox Crossing)	Winnebago
167E – 2	201- 3145574000	Coating Excellence International, LLC dba ProAmpac 3621 E Newberry St Appleton, WI 54915	Appleton	Outagamie

3. State the proposed acreage of the site(s).

Site	Acreage
167E – 1	39.59
167E – 2	6.676

4. Indicate the company for which the site(s) will be designated.

ProAmpac Holdings, Inc. ("ProAmpac") is a leading global flexible packaging company that provides product in the food, consumer, industrial, medical & pharmaceutical, pet food, office, and specialty retail markets. The company is U.S. centric in its operations with nearly 90% of its \$1.5 billion of revenue and 4,100 employees being located within the United States. Headquartered in Cincinnati, Ohio, the company operates 28 locations within the United States and is backed by a U.S. based equity firm and investing group. Over 90% of our customers are based in the U.S., and over 95% of our vendors are U.S. based. ProAmpac is proud of its U.S. foundations, and is a significant supporter of U.S. Veterans and local communities.

ProAmpac has consistently maximized its source of supply from the United States in all areas of procurement. Over 95% of ProAmpac's vendors are based in the United States. Specifically, ProAmpac purchases four main substrates critical to operations: paper, resin, film, and aluminum foil. Paper is sourced entirely within the United States from suppliers

such as Expera Specialty, Twin Rivers, and Domtar. Resin is sourced entirely within the United States from vendors such as Chevron Phillips, ExxonMobil, and Westlake Chemical. Film is sourced entirely within the United States from vendors such as Berry Plastics, Sigma Group, and Charter NEX. Given that not one supplier of ultra-thin gauge aluminum foil in the United States meets the requirements of our U.S. based customers for food and medical grade products, nor has sufficient supply, ProAmpac sources a portion of its foil from outside of the United States.

ProAmpac Holdings, Inc. is the current Importer of Record and will be the FTZ User, although each site is operated by a wholly owned subsidiary of ProAmpac Holdings, Inc., as identified below. ProAmpac Holdings, Inc. will also be the FTZ Operator and company for which the site(s) will be designated (IOR 47-475550800).

Site	Address	Company	Bond Information
167E - 1	Jen-Coat, Inc. dba ProAmpac fka Prolamina Midwest Corporation 1055 Winchester Ave Neenah, WI 54956 EIN#04-2505015	ProAmpac Holdings, Inc. 12025 Tricon Rd Cincinnati, OH 45246 IOR 47-475550800	Bond 18C00199A / Surety 054 / Effective 11/13/2018
167E - 2	Coating Excellence International, LLC dba ProAmpac 3621 E Newberry St Appleton, WI 54915 EIN#39-1869149	ProAmpac Holdings, Inc. 12025 Tricon Rd Cincinnati, OH 45246 IOR 47-475550800	Bond 18C00199A / Surety 054 / Effective 11/13/2018

5. Provide a summary of the company's planned activities.

The proposed subzone 167E would include two of ProAmpac's manufacturing sites, employing approximately 144 employees in total. Site 1 operates on only a portion of the parcel, leasing 17.54 acres and 425,769 sq.ft. of building space, at 1055 Winchester Avenue, Winnebago County, Neenah, WI 54956. Site 2 operates on the entire parcel, leasing 6.676 acres and 130,900 sq.ft. of building space, at 3621 Newberry Street, Outagamie County, Appleton, WI 54912. Both sites are located adjacent to the port of entry, Green Bay - 3703, within 60 miles of FTZ 167, operated by the Brown County Port & Resource Recovery Department, 2561 S. Broadway, Green Bay, WI 54304.

These ProAmpac sites produce extrusion laminated and coated pouch and liner stock structures, both printed and unprinted, composed of aluminum, paper and plastic substrates (up to 50 million pounds annually) used in flexible packaging applications, for food, medical, pharmaceutical, and other consumer and industrial applications, in the U.S. market and export. The manufacturing process involves printing, extrusion laminating and coating,

slitting, rewinding, packaging and re-packaging, as required. There are no direct environmental impacts related to the proposal for subzone designation at these sites.

The foreign-origin input to be admitted to the zone in foreign-status and used in the production activity is primarily ultra-thin gauge aluminum foil (with gauges of less than 0.0003 inches or 8 microns), but also some thin and heavy gauge aluminum foil (with gauges up to .002" inches or 51 microns). The foreign-origin aluminum foil is classified as either 7607.11.3000, standard duty rate: 5.8%, or 7607.11.6000, standard duty rate 5.3%, depending on the gauge. The foreign-origin aluminum foil represents about 30% of the finished products value, but it varies based on specific structure and components of the finished product. Domestic inputs make up the balance of the materials at 60% with ProAmpac's value-add being approximately 10% of the finished product value. ProAmpac would admit the foreign-origin aluminum foil to the proposed subzone sites in both privileged foreign and non-privileged foreign status depending on the country of origin and supplier of the aluminum, considering whether AD/CVD or the Section 232 is applicable to the aluminum for Proampac Holdings, Inc. For the ultra-thin and thin gauge aluminum foil some 232 Exclusions have been granted, since there is no national security risk and insufficient supply in the United States.

FTZ procedures could exempt ProAmpac from customs duty payments on the foreign-origin aluminum foil destroyed in the zone, (up to 15% annually) or re-exported (approximately 5% annually, with an anticipated increase in the next couple years). Foreign-origin aluminum products would be destroyed in the zone, as a result of damage, a vendor claim or scrap generated through the manufacturing process. With aluminum foil originating from China, the duty rate has increased approximately 125% for ProAmpac suppliers due to AD/CVD. Although ProAmpac has expanded their aluminum foil sourcing to primarily other countries, China-origin aluminum foil could continue to be used for export production with an FTZ and this duty impact avoided. It would further allow for ProAmpac to compete in Europe and Asia, using U.S. based assets and U.S. based employees. With this competitive advantage globally, ProAmpac is committed to expanding its operations and continue hiring in the area.

On domestic products manufactured from non-privileged foreign status aluminum foil, the company would also be able to elect the duty rate that applies to the finished product (0-4.2%) which is less than the standard duty rate for foreign-origin aluminum foil.

In general, the annual savings from FTZ procedures would help improve ProAmpac's international competitiveness on an on-going basis, by reducing costs and enabling flexibility with imported aluminum sourcing, and therefore positively impact ProAmpac's growth. Without access to affordable ultra-thin gauge aluminum foil due to the imposition of tariffs, ProAmpac is at a competitive disadvantage, and is sustaining, and will continue to sustain financial decline. ProAmpac's competitors with access to offshore manufacturing facilities will be able to import converted aluminum foil packaging into the United States without being subject to either the standard, AD/CVD or the Section 232 tariffs. As a direct result, the Company could shut down production lines, lay off employees, and be forced to

eliminate jobs and potentially close a number of its United States facilities. Shifting flexible packaging production outside the United States will have ripple effects on ProAmpac's domestic suppliers.

6. Indicate the current zoning and the existing and planned buildings (including square footage) for the site(s). (Note: Sites (or areas within a site) with inappropriate zoning – such as agricultural, retail, or residential – are not eligible for FTZ status and should not be proposed in any subzone application.)

Site	Acreage	Zoning	Building	Square Footage	Sections Leased	Square Footage Leased
167E - 1	39.59	I-2, Heavy Industrial District	1	800,701	2, 3, 4, 5W, 8, 9, 47N	425,769
			2	16,832	None	0
167E - 2	6.676	M-1, Light Industrial District	1	130,900	N/A	130,900

7. Confirm that FTZ designation or the use of FTZ procedures is not a requirement or a precondition for future activity or construction at the site(s).

Site	Zoning
167E - 1	Not a requirement
167E - 2	Not a requirement

8. List the owner(s) of the site(s). (If a site(s) is not owned by the grantee or the company planning to use the site(s) – as named in response to Question 4 above – then provide a "Right to Use" attachment with documentation demonstrating the right to use the site. Such evidence could be a signed letter from the proposed operator on its letterhead attesting to its right to use the property or a letter of concurrence from the owner of the new site.)

Site	Site Owner Address
167E - 1	1040 Chapman Ave. LLC c/o Art Dumke Artron Properties P.O. Box 472 Neenah, WI 54957 art@artdumke.com Phone: (920) 379-6632
167E - 2	Warehouse Properties, Inc.

	c/o Robert Schroeder Warehouse Specialists, Inc. 2525 N. Casaloma Drive P.O. Box 7110 Appleton, WI 54912 schbob@wsinc.com Phone: (920) 707-0707
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------

See Attachment A "Right to Use (167E - Site 1)" and Attachment B "(Right to Use (167E - 2))"

9. Do you commit to work with U.S. Customs & Border Protection (CBP), as appropriate, to meet current and future CBP requirements for its automated systems (such as ACE) and to meet any CBP security requirements related to activation?

Yes, for both sites 167E - 1 and 167E - 2, an integrated solution will be implemented with ABI connectivity.

ATTACHMENTS

Attach the documents listed below (items 10 and 11, plus 12 if applicable) directly behind the text of your request.

10. In an attachment called "Legal Authority for Application," include a copy of: 1) the state's current enabling legislation regarding FTZs and 2) the section(s) of the zone grantee's charter or organization papers pertinent to FTZ sponsorship. (For grantees that are non-public, also provide evidence of the organization's current legal standing with the state. This can include a letter or documentation from an appropriate state official or from the state's official website.)

See Attachment C "Legal Authority for Application"

11. Attach a clear and detailed site map showing existing and planned structures. The site boundaries must be outlined clearly in red. Note that if streets or similar landmarks are not legible on the site map, you will also need to provide a detailed street map with the proposed site's boundaries in red. Any map should be no larger than letter-sized (8 1/2" x 11") and clearly labeled, with legends provided for any markings.

See Attachments D "Site Map (167E - 1)" and Attachment E "Site Map (167E - 2)"

12. If your state (such as TX, KY, AZ) has one or more taxes for which collections will be affected by the proposed FTZ designation of the new site(s), please attach all of the following:

- A. An explanation of the specific local taxes that will be affected;
- B. A stand-alone letter that:
 - Lists all of the affected parties;

- Includes a statement below the list certifying that this is a complete list of all parties that would be affected by this particular request; and,
 - Is signed by an official of the grantee organization.
- C. Correspondence from all of the affected parties (such as a local school board) indicating their concurrence (or non-objection) regarding the proposed FTZ designation.

Not Applicable

Attachment A

RIGHT TO USE (167E – 1)

1040 Chapman Ave, LLC

P.O. Box 472
Neenah, WI 54957

920-651-3252 office
920-651-9530 fax

Mr. Andrew McGilvray
Executive Secretary
Foreign-Trade Zones Board
U.S. Department of Commerce
1401 Constitution Ave., NW, Room 2111 Washington, DC 20230

Re: ProAmpac Holdings, Inc.
Neenah, WI Site
Foreign Trade Zone Application

Mr. McGilvray,

I am writing this letter to confirm concurrence from 1040 Chapman Ave, LLC regarding the designation of the following parcel(s) currently partially leased to Prolamina Midwest Corporation to run their manufacturing operations in Neenah, WI. Our site has multiple tenants, but Prolamina Midwest Corporation leases several sections within building 1. Prolamina Midwest Corporation is the operating company and wholly owned subsidiary of ProAmpac Holdings, Inc. which is the company that will be requesting the site's designation as a subzone by the Foreign Trade Zone Board. As the current importer of record of aluminum products delivered into the Neenah site, ProAmpac Holdings, Inc. will be the designated FTZ Operator and responsible for compliance with all Foreign Trade Zone regulations for any activated space designated within Prolamina Midwest Corporation leased space.

1040 Chapman Ave, LLC understands that the subzone designation would include the following parcel(s) and is for the sole use of ProAmpac Holdings, Inc.:

-1055 Winchester Ave, Neenah, WI 54956 (39.59 acres with 1-2 Heavy Industrial zoning)

Notwithstanding the foregoing, the consent provided in this letter is contingent upon 1040 Chapman Ave, LLC receiving approval from its lender for the provision of such consent. No restrictions of any kind shall be placed on the above referenced parcels until such time as 1040 Chapman Ave, LLC's lender approves the same.

Sincerely,

1040 Chapman Ave, LLC
By: 1040 Chapman Management Corp.

By: 
Arthur Dumke, its Duly Authorized President

Attachment B
RIGHT TO USE (167E – 2)

January 15, 2019

Mr. Andrew McGilvray
Executive Secretary
Foreign-Trade Zones Board
U.S. Department of Commerce
1401 Constitution Ave., NW, Room 2111
Washington, DC 20230



Re: ProAmpac Holdings, Inc.
Appleton, WI Site
Foreign Trade Zone Application

Mr. McGilvray,

I am writing this letter to confirm concurrence from Warehouse Specialists, LLC, landlord, regarding the designation of the following parcel(s) currently leased to Coating Excellence International, Inc. to run their manufacturing operations in Appleton, WI. Coating Excellence International, Inc. leases approximately 130,900 square feet of building space on the attached schematic of our site. Coating Excellence International, Inc. is the operating company and wholly owned subsidiary of ProAmpac Holdings, Inc. which is the company that will be requesting the site's designation as a subzone by the Foreign Trade Zone Board. As the current importer of record of aluminum products delivered into the Appleton site, ProAmpac Holdings, Inc. will be the designated FTZ Operator and responsible for compliance with all Foreign Trade Zone regulations for any activated space designated within Coating Excellence International, Inc. leased space.

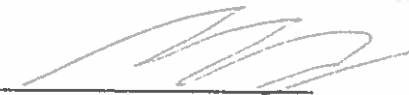
Warehouse Specialists, LLC, as landlord, and Warehouse Properties, Inc., as property owner, consent, and understand, that the subzone designation would include the following parcel(s) and is for the sole use of ProAmpac Holdings, Inc.:

- 3621 E Newberry St., Appleton, WI 54915 (6.676 acres, zoned M-1, Light Industrial District)

Sincerely,

Warehouse Specialists, LLC

Warehouse Properties, Inc.
(F/K/A Warehouse Specialists, Inc.)

By: 
Robert Schroeder, President/CEO
Email: schbob@wsinc.com
Phone: (920) 830-5005

By: 
Daniel P. Vandenberg, CFO

wsinc.com

P.O. Box 7110 | 1160 N. Mayflower Drive | Appleton WI 54912-7067

Attachment C

LEGAL AUTHORITY FOR APPLICATION

1) Wisconsin Statutes

182.50 Establishment of foreign trade zones.

182.50(1)(1) DEFINITIONS. As used in this section:

(a) "Act of congress" means the act of congress, entitled "An act to provide for the establishment, operation and maintenance of foreign trade zones in ports of entry of the United States, to expedite and encourage foreign commerce, and for other purposes" (19 USC 81 et. seq.).

(b) "Private corporation" means any corporation organized under ch. 180 for the purpose of establishing, operating and maintaining foreign trade zones under this section.

(c) "Public corporation" means the state, or any county, town, city or village within the state, or any state or municipal authority or similar organization financed in whole or in part by public funds.

(2) ESTABLISHMENT, OPERATION AND MAINTENANCE. Any public or private corporation may make application for the privilege of establishing, operating and maintaining a foreign trade zone under the act of congress. Any public or private corporation, whose application is granted under the act of congress, may establish, operate and maintain a foreign trade zone subject to the conditions and restrictions of the act of congress and any amendments thereto, and under such rules and regulations and for the period of time that may be prescribed by the board established by the act of congress to carry out the provisions of such act.

MARCH 20, 2019

TO THE HONORABLE CHAIRMAN AND MEMBERS

OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION EXPANDING BROWN COUNTY FOREIGN TRADE ZONE #167 WITH
SUBZONE FTZ167-E**

WHEREAS, on September 21, 1988 the Brown County Board adopted a resolution agreeing to pursue establishment of a Foreign Trade Zone in Brown County including boundaries of the general zone in Ashwaubenon Industrial Park including Austin Straubel International Airport; and

WHEREAS, to date no activity has every taken place within the boundaries of the general zone, although one subzone is active in Osceola, WI; and

WHEREAS, existing properties within the general zone are completely occupied by companies not involved in international commerce; and

WHEREAS, the ProAmpac Holdings, Inc. with facilities in Appleton and Neenah, Wisconsin has contacted Brown County requesting subzone status of the FTZ #167 and are willing to pay for the subzone application and provide revenues to Brown County for FTZ activities upon activation by the US Foreign Trade Zone Board.

WHEREAS, the FTZ revenues will be dependent upon the amount of merchandise moved through the FTZ and is expected to range from \$250-2000/month; and

WHEREAS, the ProAmpac subzone will include 39.59 acres in Neenah and 6.68 acres in Appleton, WI.; and

WHEREAS, Brown County authorizes, the Director of Port & Resource Recovery or designee as the "Grantee Official" with the legal authority to sign the application and enter into a Foreign Trade Subzone Operations Agreement.; and,

NOW THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby approves the submittal of application to the U.S. Dept. of Commerce for expanding FTZ #167's subzones as provided herein.

Respectfully submitted,

**PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE**

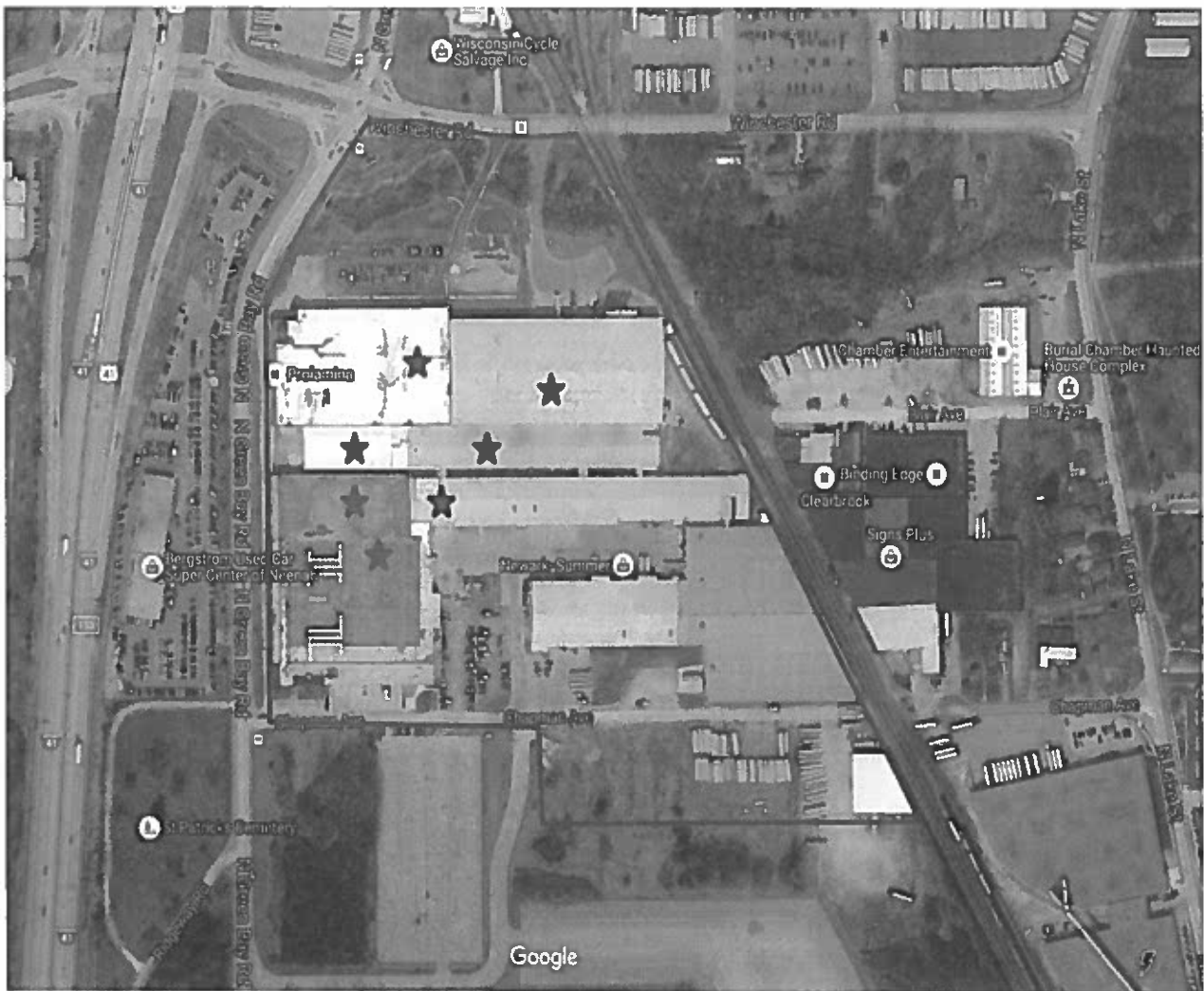
Approved by:

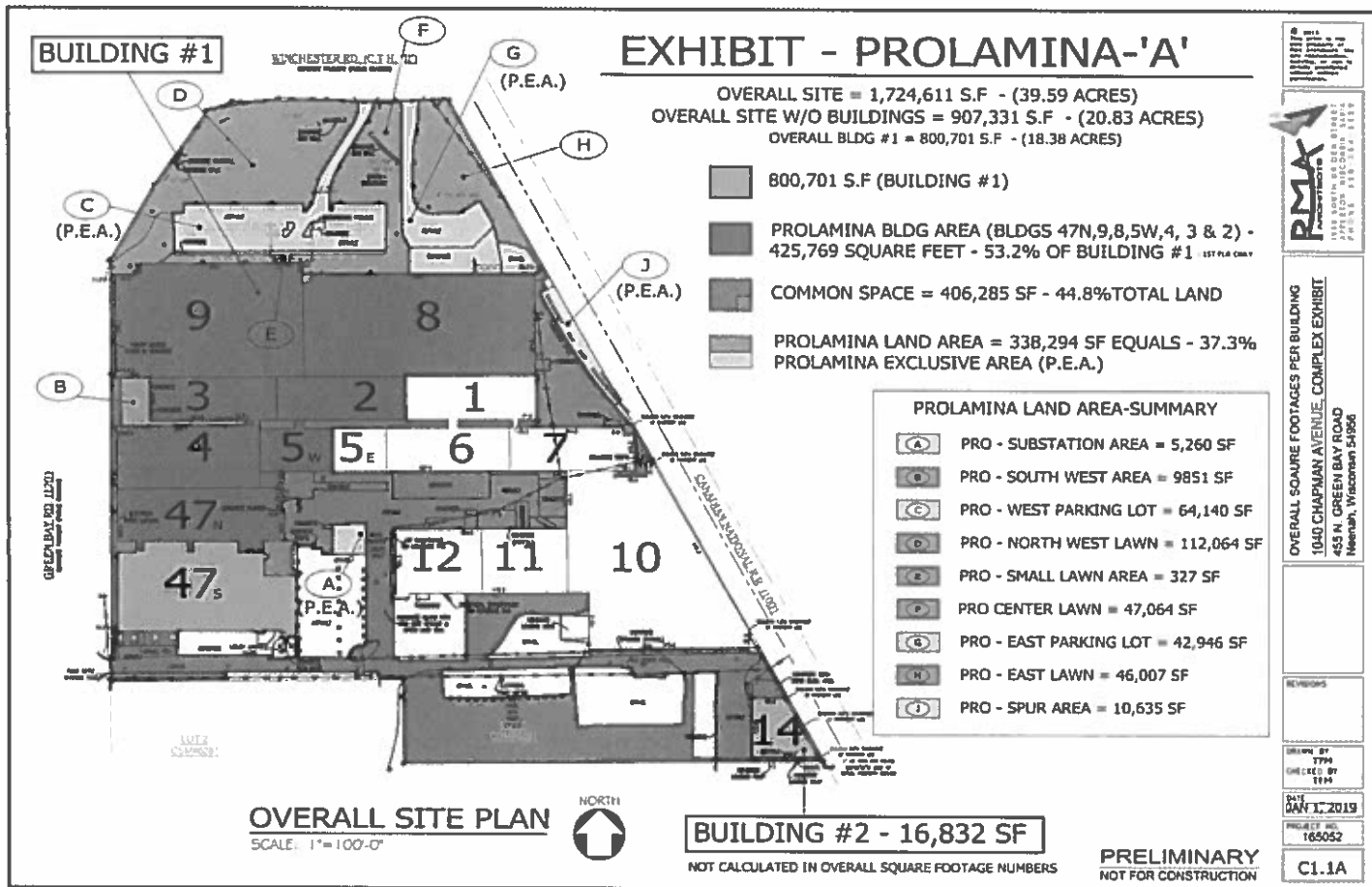
COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

Attachment D
SITE MAP (167E – 1)
1055 Winchester Road
Neenah, WI 54956

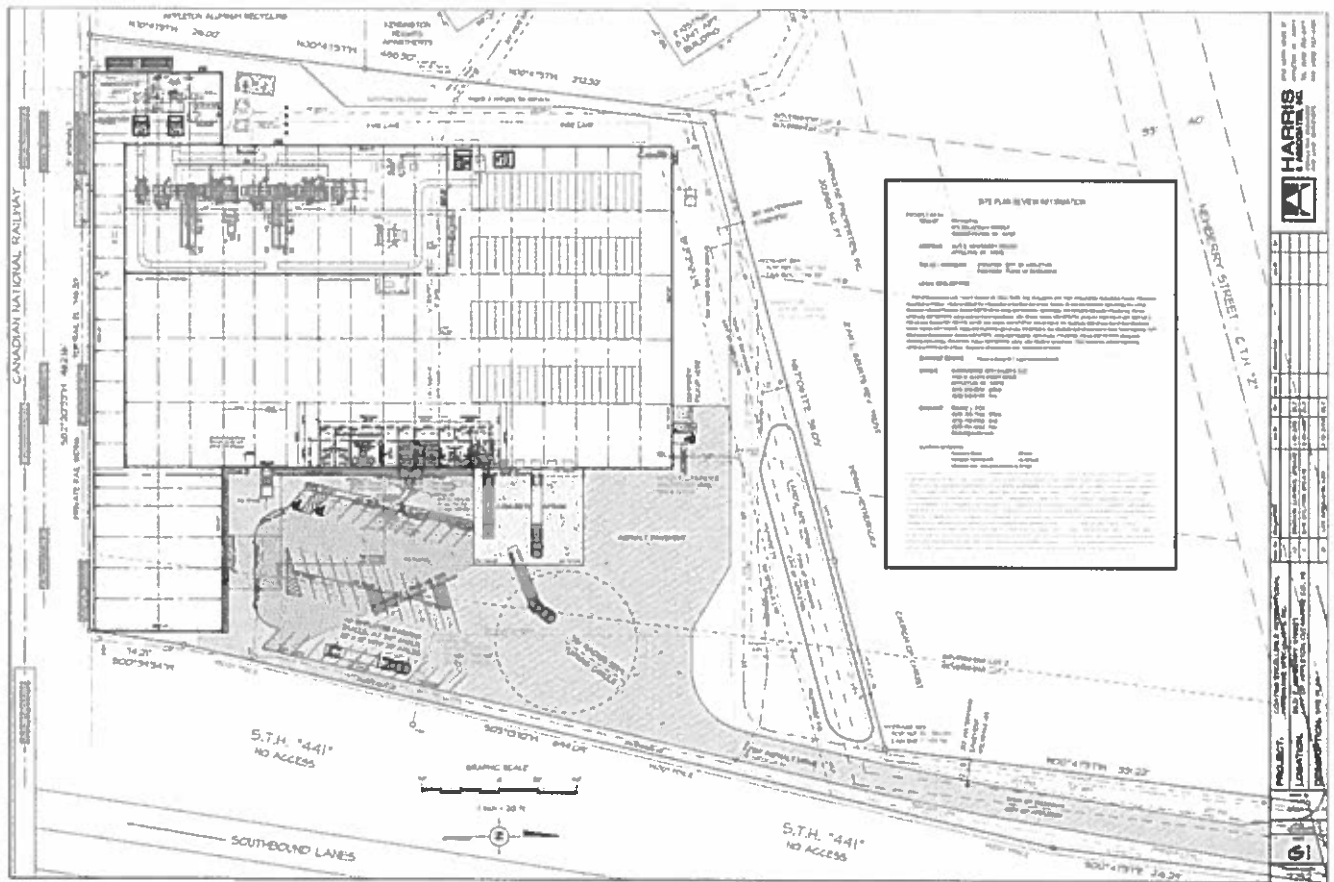




Attachment E
SITE MAP (167E – 2)

3621 E Newberry Street
Appleton, WI 54915





FOREIGN-TRADE SUBZONE OPERATIONS AGREEMENT

This Agreement is made by and between Brown County, Wisconsin, a public municipal corporation whose principal address is 2561 South Broadway Street, Green Bay, WI 54304 (hereinafter referred to as "ZONE GRANTEE"), and ~~ProAmpac~~~~Robin's Manufacturing U.S.A., Inc.~~, a Wisconsin corporation whose principal address is 12025 Tricon Rd, Cincinnati, OH 45246~~1201 Industrial Rd., Hudson, WI 54016~~ (hereinafter referred to as "SUBZONE OPERATOR").

WITNESSETH

WHEREAS, ZONE GRANTEE has been approved by the United States Foreign-Trade Zones Board (the "Board") as grantee of Foreign Trade Zone No. 167; and

WHEREAS, the Board granted authority to establish, operate, and maintain subzone status at 1055 Winchester Ave, Neenah, WI 54956 and 3621 E. Newberry St. Appleton, WI 54915~~Robin's Manufacturing's Hudson~~ and in so doing approved Foreign-Trade Subzone No. 167EA (the "Subzone") ; and

WHEREAS, ZONE GRANTEE deems it practicable to limit its participation in the everyday operations of the Subzone and to place the operation of the Subzone under the supervision of SUBZONE OPERATOR; and

WHEREAS, SUBZONE OPERATOR, upon the terms and conditions herein set forth, desires to undertake the development and exclusive operational management of Foreign-Trade Subzone activities at the Subzone herein described in accordance with standards of operation required by U.S. Customs and Border Protection ("Customs") and the Board.

NOW THEREFORE, the parties hereto, in consideration of the mutual agreements herein contained and promises herein expressed, and for other good and valuable consideration acknowledged by each of them to be satisfactory and adequate, do hereby agree as follows:

1. AUTHORITY GRANTED/ACCEPTED

1.1 Authority Granted -- ZONE GRANTEE grants SUBZONE OPERATOR the exclusive authority to utilize the Subzone as a Foreign-Trade Subzone subject to the terms, conditions, agreements and restrictions herein set forth, for the term hereof and for any extensions thereof.

1.2 Authority Accepted -- SUBZONE OPERATOR assumes full responsibility for the operation and management of the Subzone and agrees to operate and manage the Subzone in accordance with the terms and conditions of this Agreement during the term hereof, including any extensions thereof.

2. STANDARDS OF OPERATION

2.1 Foreign-Trade Zone Operations Manual -- SUBZONE OPERATOR has established and shall maintain standards of operation and management set out in a Foreign-Trade Subzone Operations Manual so as to conform to requirements of the Board and Customs, and to require conformance thereto of all persons, firms and corporations admitted by it to such premises.

2.2 Right of Entry -- Representatives of ZONE GRANTEE, the Board, Customs and other authorized U.S. Government officers, shall have the right to enter the Subzone at any time for the authorized and lawful purpose of examining the same, conferring with SUBZONE OPERATOR, its agents, invitees, and employees on such premises, inspecting and checking operations, supplies, equipment and merchandise, and determining whether the business is being conducted in accordance with the required Subzone procedures and this Agreement. All such entries shall be in accordance with SUBZONE OPERATOR's established security procedures and with reasonable advance notice to SUBZONE OPERATOR.

2.3 Foreign-Trade Zone Operation Instruments and Forms -- Each party shall deliver such further instruments and forms and take such further action as may be reasonably requested by the other in order to carry out the provisions and purposes of this Agreement. Without limiting ZONE GRANTEE's rights as provided herein, the parties specifically recognize that ZONE GRANTEE is not obligated to, and does not intend to monitor day-to-day activity of the Subzone and the appearance of its name on documentation shall not be construed as a representation that ZONE GRANTEE has any knowledge, actual or constructive, of the quantity, character, status designation, identification, or time of admission, transfer or release of goods into or from the Subzone and that any information contained in documentation is the representation solely of SUBZONE OPERATOR, and not of ZONE GRANTEE.

3. RECORDKEEPING

3.1 Annual Reports -- SUBZONE OPERATOR agrees to submit to ZONE GRANTEE at the end of each fiscal year reports containing data required by the Board and Customs. All such statements shall be signed by appropriate SUBZONE OPERATOR officials, certifying the accuracy of the reports. SUBZONE OPERATOR shall be responsible for preparing statistical information and a narrative report as required for the Annual Report to the Board.

3.2 Confidentiality -- All financial and operations information concerning Subzone operations shall be kept confidential by ZONE GRANTEE except that which is required to be made public by the Board. Any and all procedures manuals, computer programs, computer reports, and systems designs developed by SUBZONE OPERATOR for the Subzone operations shall be the sole property of SUBZONE OPERATOR, and will not be disclosed to any other entity. ZONE GRANTEE agrees that, to the extent legally permissible, it will not deliberately convey or disclose information provided by SUBZONE OPERATOR to ZONE GRANTEE to any person, governmental agency, company, corporation or other party unless prior approval in writing is obtained from SUBZONE OPERATOR. If SUBZONE OPERATOR requests the return of any or all of the material, ZONE GRANTEE shall return that which SUBZONE OPERATOR requests.

3.3 Record Retention -- All financial and accounting records concerning Subzone operations shall be retained for five (5) years after the act or occurrence recorded or after the merchandise covered by such records has been forwarded from the Subzone, whichever is longer, and all such records shall be available at the Subzone for inspection and audit by ZONE GRANTEE, Customs, or the Board, during normal business hours.

4. ADMINISTRATIVE EXPENSE

4.1 Administrative Charges -- SUBZONE OPERATOR agrees to pay, or cause to be paid, all costs, expenses, and taxes (if any) of the Subzone operation, including, but not limited to, construction, installation, improvements, security, maintenance, inventory control systems and personnel, and as otherwise provided herein. In addition, SUBZONE OPERATOR agrees to reimburse ZONE GRANTEE for the reasonable value of actual services rendered by ZONE GRANTEE, at an agreed upon fee of \$~~27~~50.00 per month. Each monthly fee shall be payable on net ~~30~~³⁰~~45~~ day terms against monthly invoices issued by ZONE GRANTEE TO SUBZONE OPERATOR. Each December, Brown County will review the annual thru put of Marinette Marine and will adjust the fee structure for Foreign Trade Zone #167, Subzone D to accurately reflect Marinette Marine's FTZ activity.

4.2 Administrative Charge Increases -- The Administrative Charges agreed upon shall remain in effect for the duration of this Agreement. ZONE GRANTEE may request that the amount of the Administrative Charges be reviewed upon the expiration of the Agreement and/or the expiration of any successive 5 year extension period (as set forth in Section 7). ZONE GRANTEE shall give notice of its intent to request such a review sixty (60) days in advance of the expiration of the Agreement or 5 year extension period. Any increases proposed by ZONE GRANTEE shall be based on increases in the actual services provided by ZONE GRANTEE to SUBZONE OPERATOR

and/or increases in the reasonable and inflationary costs which ZONE GRANTEE incurs in rendering services to SUBZONE OPERATOR. Both parties agree to negotiate in good faith any increases to the Administrative Charges.

4.3 Customs Administration Expense -- SUBZONE OPERATOR shall pay, or cause to be paid, the full cost of all Customs administrative fees attributable to Subzone operations. If practicable, ZONE GRANTEE shall ask Customs to bill SUBZONE OPERATOR directly for Customs expense attributable to the Subzone. If direct billing is not practicable, SUBZONE OPERATOR shall immediately reimburse ZONE GRANTEE for all said expenses attributable to Subzone operations.

4.4 Customs Bond Expense -- SUBZONE OPERATOR shall pay the full cost of any Customs bond required by Customs for operation of the Subzone. If practicable, ZONE GRANTEE shall ask Customs to accept the bond directly from ZONE OPERATOR. If Customs refuses to so accept said bond directly from SUBZONE OPERATOR, SUBZONE OPERATOR shall immediately reimburse ZONE GRANTEE for all said expense attributable to the Subzone operations.

5. INDEMNIFICATION

5.1 Grantee Indemnification -- SUBZONE OPERATOR agrees to protect, indemnify and hold harmless ZONE GRANTEE, its directors, officers, employees and agents from and against any and all loss, damage, and liability, including attorneys' fees and costs, whether insured or not, arising out of or incident to SUBZONE OPERATOR's Subzone operations hereunder. ZONE GRANTEE agrees to provide SUBZONE OPERATOR with prompt notice in writing of any state of facts or situation arising out of SUBZONE OPERATOR's Subzone operations that may give rise to a claim by ZONE GRANTEE for indemnification. SUBZONE OPERATOR shall have the right to direct and control the defense and settlement of such claim and be responsible for legal fees and other costs incurred in such defense and settlement.

5.2 Subzone Operator Indemnification -- ZONE GRANTEE agrees to protect, indemnify and hold harmless SUBZONE OPERATOR, its directors, officers, employees and agents from and against any and all loss, damage, and liability, including attorneys' fees and costs, whether insured or not, arising out of or incident to ZONE GRANTEE's actions as grantee of the Subzone. SUBZONE OPERATOR agrees to provide ZONE GRANTEE with prompt notice in writing of any state of facts or situation arising out of ZONE GRANTEE's actions as Grantee of the Subzone that may give rise to a claim by SUBZONE OPERATOR for indemnification. ZONE GRANTEE shall have the right to direct and control the defense and settlement of such claim and be responsible for legal fees and other costs incurred in such defense and settlement.

6. RECOGNITION OF SUCCESSOR

ZONE GRANTEE agrees to recognize any successor to SUBZONE OPERATOR under this Agreement as long as it is a subsidiary, affiliate, or parent of SUBZONE OPERATOR. ZONE GRANTEE shall not unreasonably withhold approval of any other successor to SUBZONE OPERATOR under this Agreement. In any event, notice of the closing of a sale, sublease or other change of interest in the ownership of or operations conducted at the Subzone must be given in writing by SUBZONE OPERATOR at least sixty (60) days prior to such sale, sublease, or other change and shall contain the names and addresses of every person acquiring any interest in the ownership of or operations conducted at the Subzone. If the successor in interest is other than a subsidiary, affiliate, or parent of SUBZONE OPERATOR or successor approved as required above, ZONE GRANTEE shall have the option and right to cancel this Agreement within thirty (30) days after receipt of the notice from SUBZONE OPERATOR.

7. TERM AND RENEWAL

Unless terminated as herein provided, this Agreement shall remain in effect for five (~~525~~) years commencing on the date of execution of this Agreement and shall thereafter be automatically extended for successive five (5) year terms, upon the same terms and conditions hereof, unless terminated as hereafter provided.

8. DEACTIVATION/REACTIVATION

In the event that SUBZONE OPERATOR chooses to deactivate the Subzone, this Agreement shall remain in effect, but no further monthly fees shall be due ZONE GRANTEE from SUBZONE OPERATOR during the period the Subzone is not activated. In the event SUBZONE OPERATOR chooses to voluntarily deactivate the Subzone, SUBZONE OPERATOR shall provide one hundred twenty (120) days prior written notice to ZONE GRANTEE. Such notice requirement shall not apply in the event such deactivation is mandated by Customs. For purposes of this Agreement, deactivation will occur on the effective date so fixed by Customs. At such time as SUBZONE OPERATOR chooses, it may reactivate the Subzone and resume payment of applicable fees. The resumption of payment shall be determined based upon the date fixed by Customs as the date of reactivation. SUBZONE OPERATOR shall furnish ZONE GRANTEE with a copy of any deactivation and reactivation letters provided to Customs.

9. RIGHTS AND OBLIGATIONS UPON TERMINATION

9.1 Termination by SUBZONE OPERATOR -- SUBZONE OPERATOR shall have the right, at any time, to voluntarily terminate this Agreement and all rights and obligations hereunder upon one hundred twenty (120) -days prior written notice.

9.2 Termination by ZONE GRANTEE -- In the event ZONE GRANTEE for any reason wishes to terminate its participation in Foreign-Trade Zone or Subzone activities hereunder, at least one hundred twenty (120) days prior written notice must be delivered to SUBZONE OPERATOR, and SUBZONE OPERATOR shall have the right, directly or through another entity, to assume the rights and obligations of ZONE GRANTEE subject to the approval of the Board.

9.3 Termination of SUBZONE OPERATOR -- This Agreement may also be terminated, at the option of and upon prior written notice from ZONE GRANTEE, if SUBZONE OPERATOR breaches this Agreement in any material respect, and the breach is not cured within one hundred twenty (120) days after written notice thereof from ZONE GRANTEE to SUBZONE OPERATOR, except that if SUBZONE OPERATOR shall present to ZONE GRANTEE within the one hundred twenty (120) day period a written plan to cure the breach, the time to cure such breach shall be extended as long as SUBZONE OPERATOR commences promptly and proceeds diligently to cure such breach.

10. INDEPENDENT CONTRACTOR STATUS

ZONE GRANTEE and SUBZONE OPERATOR are not and shall not be considered as, partners, or agents of each other, and neither shall have the power to bind or obligate the other except as set forth in this Agreement. ZONE GRANTEE and SUBZONE OPERATOR agree not to represent to anyone that they are agents of one another or have any authority to act on behalf of one another.

11. EFFECTIVE DATE OF CONTRACT

This Agreement shall become effective between the parties hereto upon the date of execution.

12. NOTICES

All notices to ZONE GRANTEE shall be hand delivered or sent by certified mail, return receipt requested, addressed to ZONE GRANTEE at the address stated on the first page of this Agreement or at such other address as ZONE GRANTEE designates in writing. All notices to SUBZONE OPERATOR shall be hand delivered or sent by certified mail, return receipt requested, addressed to SUBZONE OPERATOR at the address stated on the first page of this Agreement or at such other address as SUBZONE OPERATOR designates in writing. The date of delivery if by certified mail, as evidenced by the postal return receipt, shall be deemed the date of service of the notice.

13. MISCELLANEOUS

13.1 Construction -- This Agreement shall be governed by and construed in accordance with the Foreign-Trade Zones Act, regulations adopted by the Board and Customs thereunder and all amendments thereto, and the applicable laws of the State of Wisconsin.

13.2 Counterparts -- This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original, but such counterparts together shall constitute but one and the same Agreement.

13.3 Further Instruments and Actions -- Each party shall deliver such further instruments and take such further action as may be reasonably requested by the other in order to carry out the provisions and purposes of the Agreement.

13.4 Headings -- Headings and captions in this Agreement are solely for the convenience of reference and shall not affect its interpretation.

13.5 Integration -- This instrument contains the entire agreement of the parties, and no representations, inducements, promises, or agreements, oral or otherwise, not embodied herein shall be of any force or effect.

13.6 Severability -- If any provision of this Agreement is declared void or defective, that declaration will not affect the validity of any other provision of this Agreement.

13.7 Waiver -- No failure of either party hereto to exercise any right or power given it hereunder, or to insist upon strict compliance by the other party of any obligation hereunder, and no custom or practice at variance with the terms hereof, shall constitute a waiver of the party's right to demand exact compliance with the terms hereof.

13.8 Gender -- All terms and words used in this Agreement, regardless of the number and gender in which they are used, shall be deemed and construed to include any other number, singular, or plural, any other gender, masculine, feminine, or neuter, as the context or sense of this Agreement or any paragraph or clause herein may require.

13.9 Amendment -- This Agreement cannot be changed orally but only by an agreement in writing executed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of this April 1st 7th day of January 2019⁵.

Brown County, Wisconsin
ZONE GRANTEE

Attest:

By: _____

By: _____

Title: _____

Title: _____

ProAmpac Holdings, Inc. Robin Manufacturing U.S.A., Inc.
SUBZONE OPERATOR

Attest:

By: _____

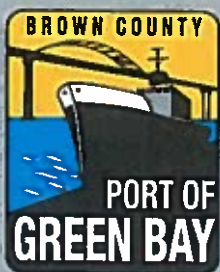
By: _____

Title: _____

Title: _____

PORT OF GREEN BAY

2018 Annual Report



Message from the Director

The Harbor Commission's 2015 strategic plan identified strengths, weaknesses, opportunities and threats and assembled them into strategic themes. From there, the strategic plan identified a few primary goals and a number of objectives to reach the agreed upon goals over a five year period. This annual report identifies work items and deliverables reflected in the strategic plan.

The Port of Green Bay consists of 14 Port businesses spanning over three miles of the Fox River. **These businesses moved 2,087,391 metric tons during 2018, representing a 14 percent increase over 2017. The tonnage exceeded the 2 million mark for the first time in five years, which is considered a very good season and indicates the economy in Northeast Wisconsin remains strong.** The 2018 season began with a movement of petroleum products on March 26, five days later than both the 2016 and 2017 season due to the late winter. A final shipment of petroleum products was imported on January 28, 2019, marking the end of the 2018 Port of Green Bay shipping season. The closing date of January 28, 2019 marks the latest closing date in the past 30 years and may very well be the latest closing in the history of the Port.

Major positive contributors to the 2018 season included increases in domestic imports of limestone (25%), petroleum products (13%), and coal (2%). The Port experienced foreign import increases of petroleum products (528%) and limestone (230%), domestic exports of petroleum products (151%) and foreign exports of petroleum products (16%). Growth in petroleum product movements continues to be exceptional year after year. Much of the growth can be attributed to the closure of a petroleum pipeline serving Northeast Wisconsin. The Port also saw the number of vessels increase by 8 percent to a total of 180, compared to 167 in 2017. The increase in tonnage was greater than the increase in the number of ships. This can be attributed to higher water levels and each vessel carrying more product.

Decreases in tonnage were experienced in domestic imports of U.S. salt (84%) and foreign imports of salt (17%). Domestic exports of ash ceased and exports of limestone decreased (64%). The salt decreases can be attributed to a strike at a Canadian mine that reduced supply and increased demand on the U.S. salt mine. The demand resulted in some ocean-going deliveries of salt from South America. Overall, domestic imports increased by 3 percent, foreign imports by 61 percent and foreign exports by 16 percent, while domestic exports decreased by 13 percent.

Looking to 2019, the Port will continue to benefit from and enhance economic activities in the area. Cruise ships will be visiting in the summer of 2019, and the Tall Ships Festival will occur at the end of July 2019. Additionally, Brown County will be actively participating in the repurposing of the WPS Pulliam Plant property for port-related industrial property, and the End-Use Plan of Renard Island will be adopted.

Stay Tuned!

Dean Haen

Port Director



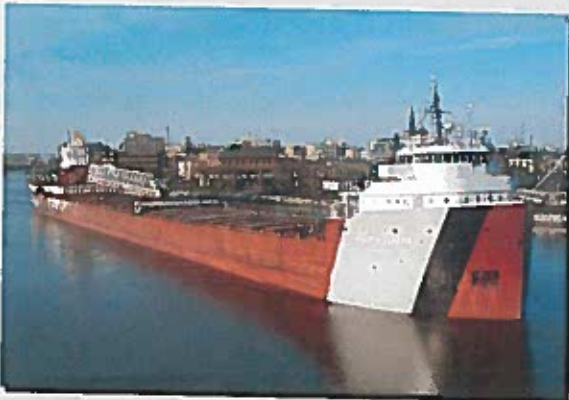
Overview

The Port of Green Bay is the western-most port of Lake Michigan offering the shortest, most direct route for shipments between the Midwest and the rest of the world. The Port provides modern, state-of-the-art facilities, which have the ability to facilitate economical cargo handling and safe navigation. Nationally-known trucking lines provide overnight delivery within a 400-mile radius. Major railroads and highway infrastructure also connect the Port with America's heartland. Waterborne transportation provides an efficient and environmentally-friendly mode of transportation.

The Port of Green Bay is a fundamental part of our local economy, our history and our lives. It plays an important role in the transportation of goods and commodities that are critical to the economic health of the region. The Port of Green Bay receives and/or sends commodities as far south as Sheboygan, Wisconsin, west to Wausau, Wisconsin, and north into the Upper Peninsula of Michigan.

Commodities include coal, limestone, cement, salt, pig iron, fuel oil, forest products, petroleum products, liquid asphalt and many other essential commodities annually valued at over \$300 million. Eight terminal operators located on the Fox River are capable of handling dry bulk commodities such as coal, cement, limestone, salt, gypsum, ash and others. Three terminal operators are capable of handling bulk liquids including tallow, petroleum products, chemicals and liquid asphalt. Three general cargo docks are capable of handling machinery, aluminum products, bagged agricultural commodities, wood pulp and other forest products. Based on the recently released 2017 economic impact study, **the Port of Green Bay supports over 1,289 jobs resulting in \$82 million in personal income, and a \$147 million annual economic impact on Brown County. The 14 Port businesses pay over \$32 million in local and state taxes.**

The Port of Green Bay plays a vital role in providing Northeast Wisconsin with a natural competitive advantage for businesses to locate and prosper while paying good wages for families to live and thrive in our communities. The results illustrate the profound role the Port plays in our region and its value to both current and future businesses. It includes the direct jobs of dockworkers and ship crew members to the indirect jobs that are generated, such as equipment supplier jobs and jobs at office supply firms. Those who are directly employed use their wages, in part, to purchase goods and services in our community. In addition, businesses' revenue is also used to hire people, purchase goods and services, and pay taxes, all adding up to make a significant contribution to our local economy.



The Port of Green Bay's vision is to be an integral part of a healthy Northeastern Wisconsin economy and provides a critical link to national and global markets for Wisconsin enterprises.



Mission

The 2015 Port of Green Bay Strategic Plan serves as a long-range guiding document that identifies strategic issues to address, and establishes goals and objectives to strive toward. This annual report is adopted to ensure the strategic plan goals and objectives are being accomplished. The mission statement for the Port of Green Bay:

"The Port of Green Bay exists to enhance the prosperity of the people of Northeast Wisconsin by providing facilities and infrastructure able to effectively and efficiently move commodities and goods across the nation."

Harbor Commission

The Port of Green Bay is operated by the Brown County Port & Resource Recovery Department. The Port's aim is to promote harbor improvements and waterborne transportation resulting in economic development and employment using the safe, efficient and cost-effective waterways as transportation corridors while taking into consideration the recreational opportunities the waterfront provides.

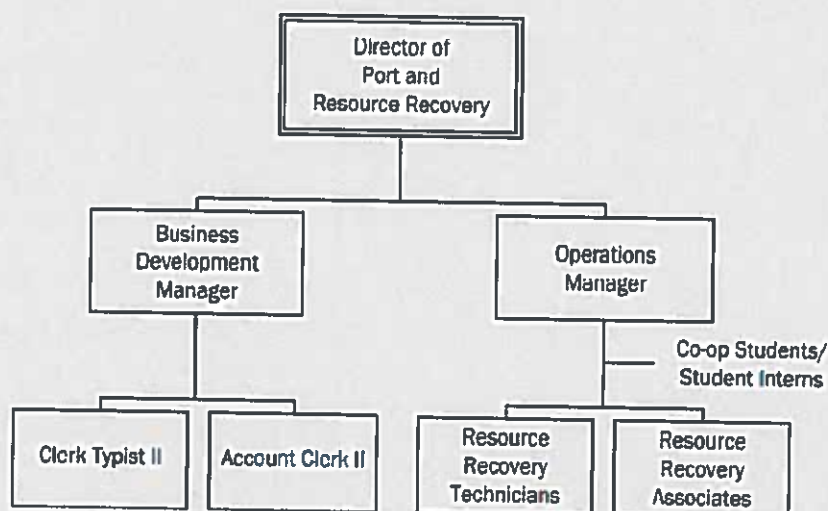
The nine members of the Harbor Commission are appointed by the Brown County Executive and serve as an oversight committee of the Brown County Board. The Harbor Commission's role is to develop public policy for the Port. The Harbor Commission sets policy for staff to implement that directs the commercial aspects of the harbor's day-to-day operations.

Harbor Commission Members

Tom Klimek, President
Bryan Hyska, Vice-Pres.
Mike Vizer
Hank Wallace
Pete Diemer

Wes Kornowske
Ron Antonneau
Bernie Erickson
Tim Feldhausen

Port & Resource Recovery Department Table of Organization



Port's Economic Impact

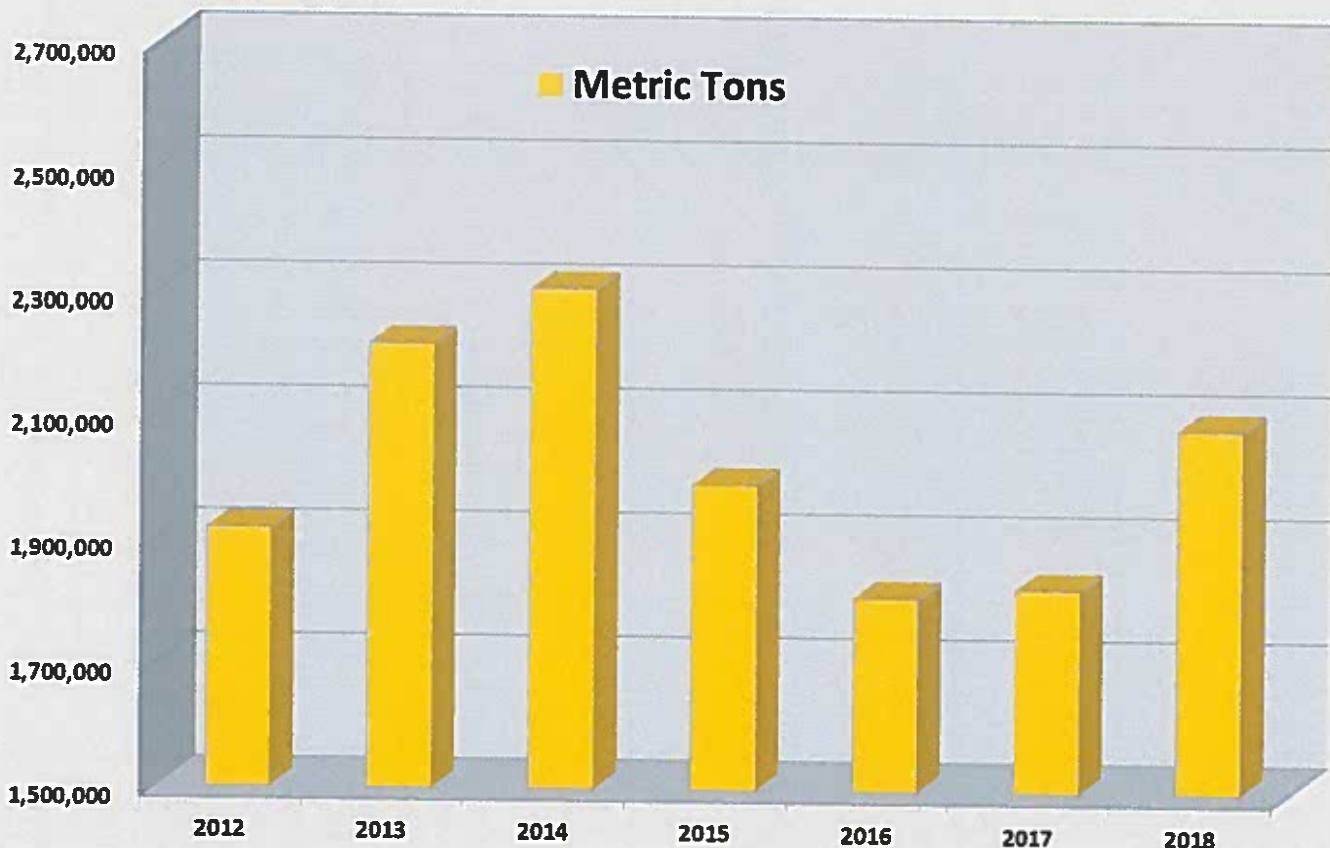
The Port of Green Bay is a critical link in Wisconsin's transportation system and serves as a multi-modal distribution center connecting waterborne vessels with an extensive network of highways and railroads. The Port of Green Bay provides Northeast Wisconsin manufacturers a cost-effective way to receive raw materials from suppliers and to ship high-value finished goods to customers.

According to a 2017 economic impact study, the Port was responsible for:

- | | |
|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
|  \$147 million economic impact |  \$9 million in state taxes |
|  1,289 local jobs |  \$23 million in Federal taxes |
|  \$83 million in income |  \$105 million in business revenue |

The marine shipping industry continues to be the most cost-effective method of transportation for commodities, generating employment opportunities for the region and bringing money into our communities. The Port of Green Bay is a vital component of our area economy and serves as a leading indicator of economic activity. Our strategic plan outlines new ideas and ways we can expand our reach beyond our existing markets to increase business in Northeast Wisconsin.

Port Tonnage



Port and the Environment

Waterborne transportation is the most cost-effective mode of transportation when compared to truck or rail. Per ton-mile, ships quietly move cargo farther and more efficiently than trucks or trains. Most importantly, ships move cargo more safely than trucks and trains.

Consider that a ship destined for the Port of Green Bay carrying 24,000 tons of coal from Sandusky, Ohio on Lake Erie will burn over 9,300 gallons of fuel. However, if that same amount of coal was delivered to Green Bay by rail, it would take almost 240 rail cars burning 48,000 gallons of fuel. If that same amount of coal was delivered to Green Bay by truck, an additional 1,090 trucks burning over 146,000 gallons of fuel would be using our already congested highways. Not only does waterborne shipping save fuel, but it also results in less pollution from fuel emissions. Using the coal example, moving the same amount of cargo by rail would result in 15 tons of emissions or 21 tons of emissions by truck. Transporting this cargo by ship would result in only one ton of emissions. With more than 150 ships entering the Port of Green Bay annually, it is quite easy to see that moving cargo by ship continues to be the "green" choice.

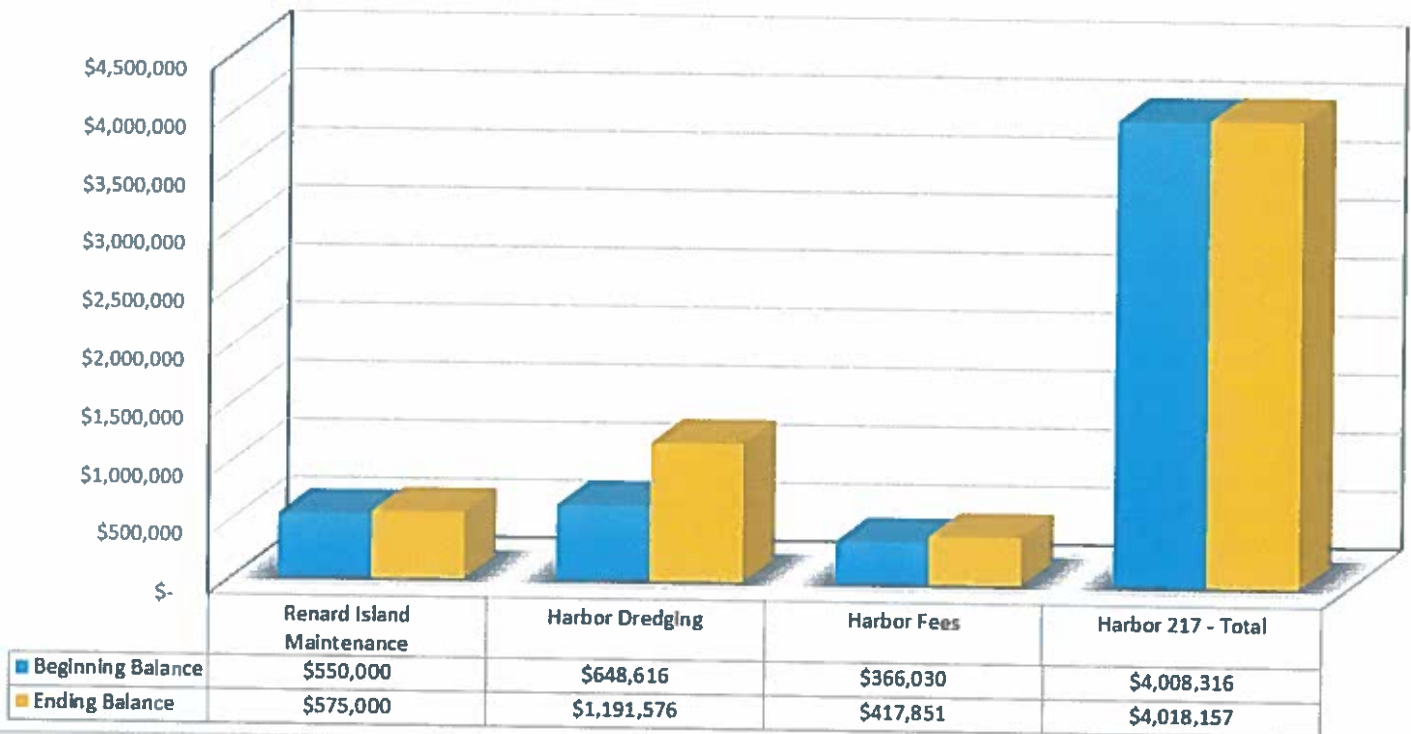
Waterborne transportation generates the least amount of air, ground and water pollution. Waterborne transportation offers lower fuel consumption, fewer accidents, less noise and reduces congestion on our highways. For these reasons, the Port of Green Bay has a bright future not only economically, but also environmentally, benefiting everyone.

Transportation Type	Amount of Coal	Fuel Used	Fuel Emissions
Ship (1)	24,000 tons	9,333 gallons	1 ton
Rail (240)	24,000 tons	48,000 gallons	15 tons
Truck (1,091)	24,000 tons	146,666 gallons	21 tons



Financials

2018 Port Fund Balances

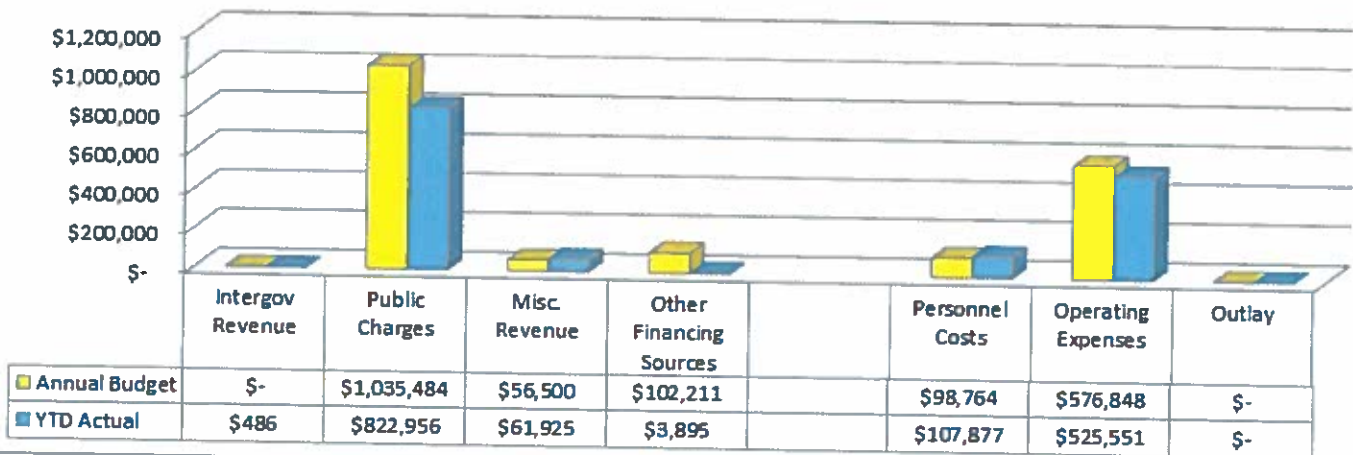


**Financials are unaudited and will be finalized by Administration in March.*

Brown County Port & Resource Recovery Department
Port Area Budget Status Report
December 31, 2018

		Annual Budget	YTD Actual	YTD %	YTD Total	Comments
R e v e n u e	Intergov Revenue	\$ -	\$ 486	-		Public Charges is expected revenue generated by dredge material placed at Bay Port through the year. Variation due to an unbudgeted private dredging project that happened and the postponement of the federal dredging project until spring of 2019. Misc. Revenue is interest earned and includes the market valuation on a specific day. Variation is the change in market value not actual cash value. Other Financing Sources is the transfer in from Harbor 217 (Corps Public Charges) to Port General that will occur as an actual amount upon closure of the fiscal year by Finance. Personnel costs were higher because non-position budgeting related to pension adjustment and class and compensation that was unbudgeted. Operating Expenses will be under budget. Only 50% of cell 5 at Bay Port was excavated because of the warm winter.
	Public Charges	\$ 1,035,484	\$ 822,956	79%		
	Misc. Revenue	\$ 56,500	\$ 61,925	110%		
	Other Financing Sources	\$ 102,211	\$ 3,895	4%		
Total					\$ 889,262.05	
E x p e n s e s	Personnel Costs	\$ 98,764	\$ 107,877	109%		
	Operating Expenses	\$ 576,848	\$ 525,551	91%		
	Outlay	\$ -	\$ -	-		
Total					\$ 633,427.66	

Port - December 31, 2018



**Financials are unaudited and will be finalized by Administration in March.*

2018 Goals

Completed

- Conduct a new **Economic Impact Study** for the Port of Green Bay.
- ♦ **Establish Oversize and Overweight Corridors** in and out of the Port on both the north and south ends.
- ♦ Lease all of the **Bylsby Property** for Port-related purposes.

In Progress

- **Pursue beneficial reuse of Bay Port Topsoil:**
Beneficial use of Bay Port topsoil is making progress. Kurtz Bros. from Cleveland, OH was hired to review past efforts and determine how to make additional progress. Kurtz advised that a DNR work group should be created. An RFP will be developed and awarded in 2019.
- **Advance Renard Island End-Use Plans:**
\$100,000 in funding was raised from stakeholders and from a Wisconsin Coastal Management Grant to determine the end use of Renard Island. An RFP was developed and work was awarded to SmithGroup to develop a plan for the end-use of Renard Island. A 3-day Charette was held in October. The final end-use plan will be presented in 2019.
- ♦ Pursue acquisition or involvement in the future **WE Energies Pulliam Plant** property to ensure the property is used for its highest and best use as industrial port-related property.
- **Research potential barge containers** to and from Cleveland's Northern Europe Liner Service and Muskegon's Proposed Container Service.
- ♦ Work toward making the Port of Green Bay a regular destination for **Cruise Ships**.



2019 Goals

The following list represents some of the Port's major goals for 2019:

- ♦ Pursue acquisition or involvement in the future **WE Energies Pulliam Plant property** to ensure the property is used for its highest and best use as industrial port-related property.
- ♦ Advance potential service for **barge containers** to and from Cleveland's Northern European Liner and Muskegon's Proposed Container Service.
- ♦ Advance **Renard Island End-Use Plans** including promotion, leasing of acreage, grants and other activities related to implementation.
- ♦ Issue RFP for Engineering and Regulatory/Legislative Assistance to advance the **Beneficial Reuse of Bay Port Dredged Material** as topsoil by establishing a DNR/stakeholder working group.
- ♦ Participate and assist with the **2019 Tall Ships Festival**.
- ♦ Work toward making the Port of Green Bay a regular destination for **Cruise Ships**.

Port of Green Bay Office

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Phone: 920-492-4950 | Fax: 920-492-4957

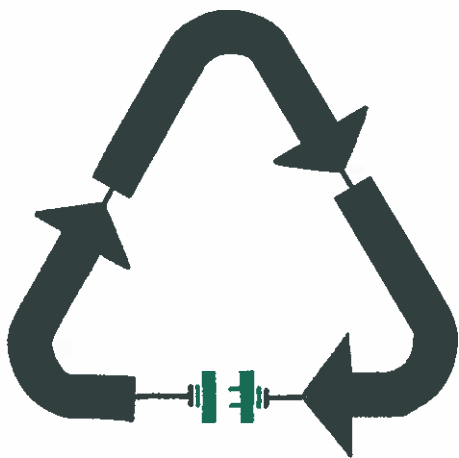
www.PortOfGreenBay.com



BROWN COUNTY RESOURCE RECOVERY



2018 Annual Report



Message from the Director

During 2018, the efforts of the Solid Waste Management Board and staff worked toward meeting the goals and objectives of the newly adopted *2017 Resource Recovery Strategic Plan* and the overarching mission and vision for the Brown County Resource Recovery Department.

For more than 40 years, the Department has been providing cost-effective, efficient and environmentally responsible solid waste management services for Brown County and, more recently, northeastern Wisconsin. As an Enterprise Fund, Brown County uses revenues solely gathered through operations to fund its activities. There were a number of activities accomplished in 2018 that are increasing the effectiveness of the Department's solid waste management services.

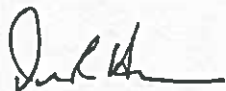
The Department is focused on providing effective solid waste management services and excellent customer service with a focus on resource recovery.

A new 15 cy compactor was installed at the solid waste transfer station, a new front-end loader was purchased for the Recycling Transfer Station. The Hazardous Material Recovery Facility was modified, removing a wall and adding a separate entrance to the Product Exchange Room as well as adding a second scale and new register to reduce collection congestion and improve product flow. Additionally, significant research and effort was invested at the Solid Waste Transfer Station flow process for handling customers. The research determined a second scale, building modifications and two at-scale kiosks with new scale software will be needed in 2019.

The preparation efforts for the future South Landfill (SLF) continued in 2018. Communication to our stakeholders, especially the town of Holland are critically important. Significant effort was invested in preparing a new Plan of Operation, which is planned to be completed in spring of 2019 with the Wisconsin Department of Natural Resources (WDNR) approval by the end of 2019. This past year, leachate management options were evaluated with NEW Water agreeing to treat the SLF leachate. Additionally, meetings were held with the City of De Pere and Town of Ledgeview for leachate discharge agreements. Discharge and treatment agreements will be executed in 2019. A wetland delineation was completed on Section 18 of the South Landfill property and approved by WDNR and U.S. Army Corps of Engineers.

Brown, Outagamie and Winnebago (BOW) Counties agreed to determine the value of working together over the past 14 years; and based on the findings, options and alternatives will be proposed to continue working together beyond the South Landfill. BOW staff have determined that the BOW partnership has saved municipalities and private companies millions of dollars. BOW staff concluded that the BOW partnership should continue beyond the existing agreement. The existing agreement may be amended or a new agreement executed; until then the existing agreement will involve opening the South Landfill in 2022. Any change from the existing agreement will need the support of all three County Executives, Solid Waste Boards and County Boards.

Looking forward to 2019, the Department will continue providing effective solid waste management services and excellent customer service. The Department is also focused on professional development of staff, enabling us to better pursue new strategic business development opportunities while providing cross training and an improved team environment.



Department Overview

The Resource Recovery side of the Port & Resource Recovery Department offers solid waste management services which include operating a Solid Waste Transfer Station with resource recovery activities, a Single Stream Recycling Transfer Station, a regional Hazardous Material Recovery Facility, an East Landfill Gas-to-Energy Facility, maintenance of two closed landfills, and coordination of household sharps and pharmaceutical collection and disposal programs. The Department also has provided resource recovery programs when markets are available, for shingles, construction & demolition (C&D) material, clean wood waste, tires, Freon-containing and other appliances, electronics and a food waste drop-off program. The success of these programs is based on a forward-thinking Solid Waste Management Board and staff that build and maintain long-term relationships with the public and private sector. These relationships have resulted in long-term agreements for solid waste, recycling and other resource recovery activities. The Solid Waste Management Board and staff are committed to learning about and pursuing emerging solid waste management technologies that are economically and environmentally beneficial.

The Department is part of the Tri-County regional solid waste and recycling agreements between Brown, Outagamie and Winnebago Counties known as the BOW. The three counties coordinate their waste disposal sequentially, starting with Winnebago County's landfill, currently using Outagamie County's landfill, and eventually using Brown County's south landfill. BOW also uses a centralized single stream recycling facility, and shares administrative and operational costs. This partnership has created economies of scale that have maintained some of the lowest tipping fees in Wisconsin and have saved millions of dollars for our municipal, industrial and commercial customers. The Tri-County recycling facility is one of the largest publicly owned and operated single stream recycling facilities in the country.

Resource Recovery's vision is to provide Brown County municipal, commercial and industrial customers cost-effective and sustainable solid waste management systems with the focus on resource recovery primarily through recycling, repurposing and energy recovery.

Mission

The 2017 Brown County Strategic Solid Waste Management Plan serves as a long range guiding document that identifies strategic issues to address while establishing goals and objectives to strive toward. This annual report helps to ensure the strategic plan's goals and objectives are being advanced. The Department's mission statement is as follows:

"The Port & Resource Recovery Department will meet the solid waste management needs of local communities, residents and businesses through methods that are environmentally sound and economical. These methods incorporate waste reduction, material reuse, recycling, household hazardous materials treatment and disposal, composting, solid waste disposal and waste-to-energy to the extent that these practices are technically feasible and economically appropriate."

Solid Waste Management Board

The Brown County Solid Waste Management Board (SWMB) sets policy for the Department's services. It is authorized by Wisconsin State Statute Chapter 59.70 (2) and Chapter 12 of the *Brown County Code of Ordinances*. The nine members of the SWMB are appointed by the County Executive and serve as an oversight committee of the County Board. The County Board's Planning, Development and Transportation Committee oversees the SWMB and the Department. Three members of the SWMB are from within the city of Green Bay, three are from incorporated non-Green Bay municipalities and three are from unincorporated areas of the County. Two SWMB members are County Board Supervisors. SWMB members serve three-year terms. Minutes of the Solid Waste Management Board meetings are reviewed and approved by the County Board.

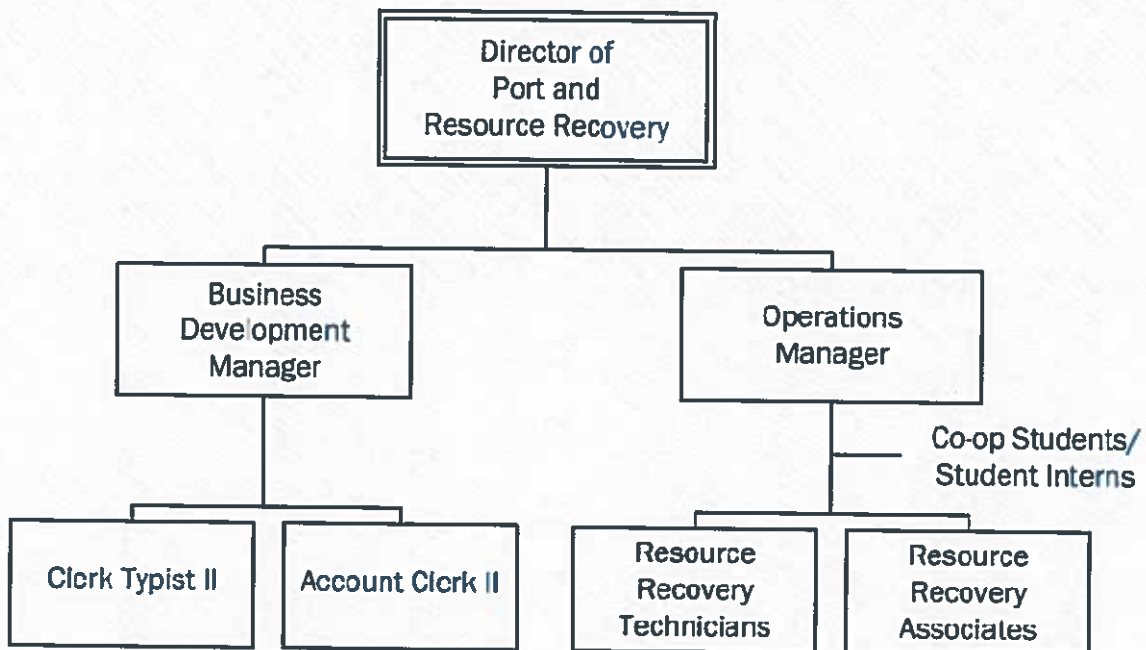


Solid Waste Board Members

John Katers, President
Mark Vanden Busch, Vice-President
Norb Dantine
Hallet "Bud" Harris
Mike Lefebvre

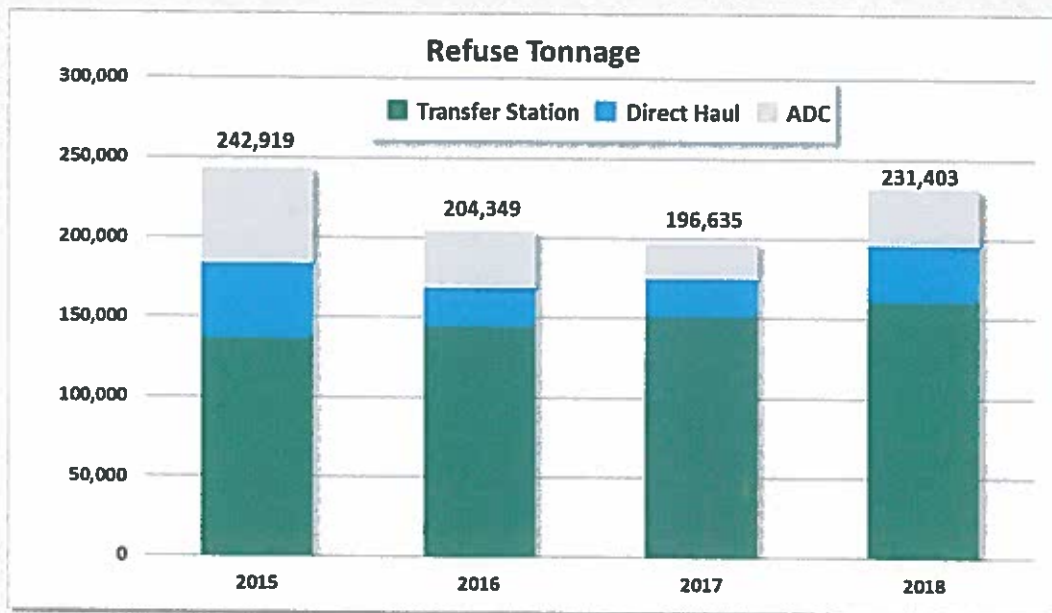
Dave Landwehr
Doug Martin
Bill Seleen
Mike VanLanen

Port & Resource Recovery Table of Organization

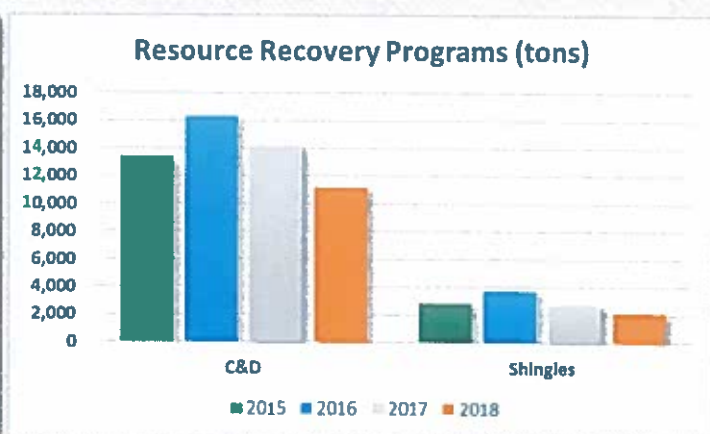
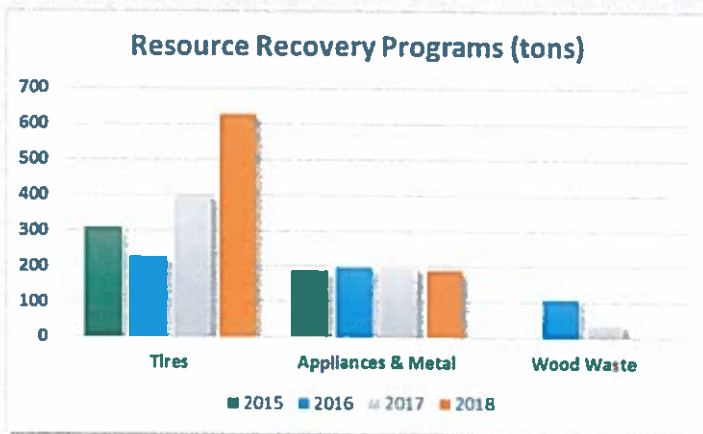


Solid Waste & Resource Recovery

The Department operates a Solid Waste Transfer Station that receives, compacts and transports refuse produced by county residential, commercial and industrial users to the current BOW landfill. More than **160,850 tons of refuse** were processed through the Brown County Solid Waste Transfer Station in 2018 with another **34,970 tons of refuse delivered** directly to the BOW landfill for a **total of 195,800 tons**. Another **35,575 tons of alternative daily cover** were delivered to the BOW landfill for a **total Brown County tonnage of 231,400 tons**. The Outagamie County Landfill accepted 650,862 total tons of material in 2018.



In 2018, **11,211 tons of Construction & Demolition (C&D) material** and **2,150 tons of shingles** brought to the Solid Waste Transfer Station were recycled, as were **625 tons of tires** and **187 tons of appliances and scrap metal**. Affordable tire recycling prices at Brown County are resulting in a higher delivery of scrap tires. Markets for recycling wood waste were not available in 2018 while C&D recyclers ceased operations in our area in the latter part of the year.



East Landfill Gas-to-Energy Facility

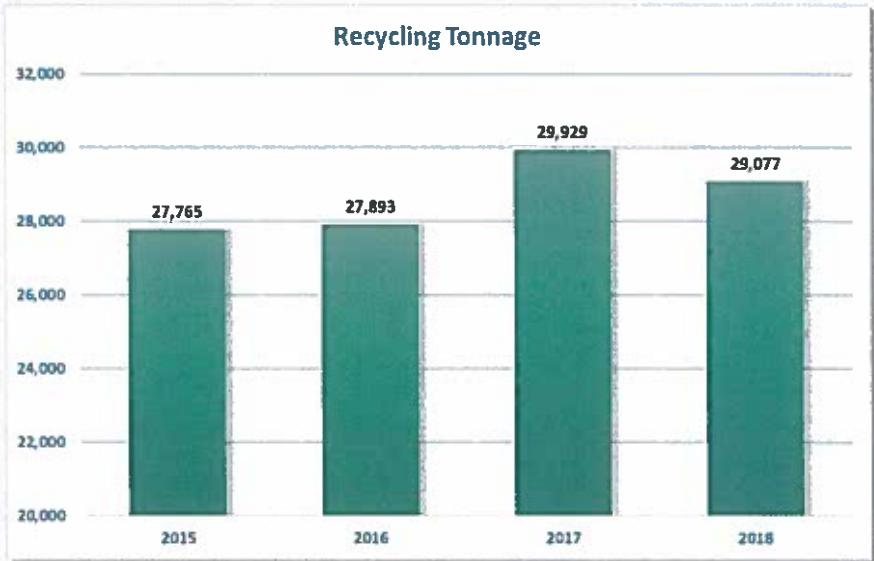
In 2018, the East Landfill Gas-to-Energy Facility produced **2,361,136 kW of electricity** from waste that had been placed in the East Landfill. This is a decrease of 24 percent in kW from 2017 as the facility enters its last year of service.



Recycling

The Department operates a Recycling Transfer Station that collects and transports single stream recyclables produced by residents, municipalities and commercial users to the BOW regional single stream Materials Recovery Facility (MRF) in Outagamie County. This BOW facility is one of the largest municipal MRFs in the country. The MRF processes and markets comingled residential and commercial recyclable containers from the three counties and other Wisconsin communities.

In 2018, **29,077 tons of single stream recyclables** were hauled from the Brown County Recycling Transfer Station to the Tri-County MRF which processed more than **112,125 tons of recyclables**. Single Stream Recycling includes recycling of all plastic bottles and caps, tubs and containers, aluminum and tin cans, glass and all paper products. The facility serves more than 10 counties in northeast Wisconsin.



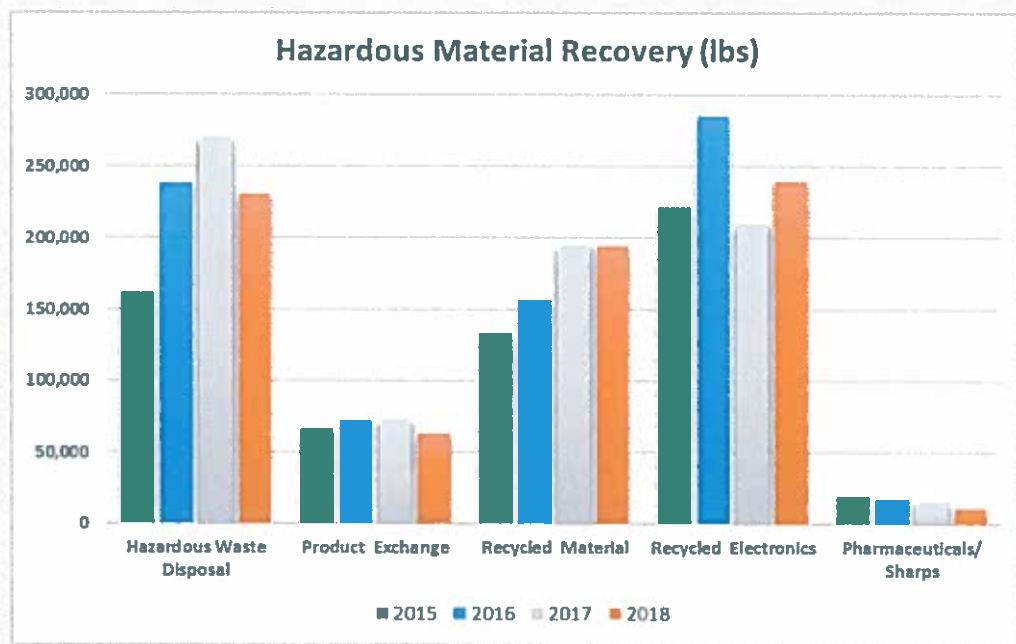
Food Waste & Organics Drop-Off Program

The Department currently operates a drop-off food waste and organics program at the Recycling Transfer Station. A total of **27,290 pounds of material** was collected which was significantly more than in previous years even though the program has not been successful in finding a viable east side site that can serve the public on a regular basis. Brown County residents who are collecting food waste and organics from their home may participate in the free drop-off program. Currently more than 190 households participate in the program.



Hazardous Material Recovery

The Department operates the Hazardous Material Recovery Facility (HMR) providing an environmentally responsible outlet for hazardous, universal and special wastes for residents of Brown County and northeast Wisconsin. This program is funded in partnership with NEW Water, the Oneida Tribe and other rural municipalities not connected to the NEW Water wastewater treatment facility. Additionally, Brown County provides cost-effective HMR services through out-of-county collection agreements with Calumet, Outagamie, Shawano, Waupaca and Winnebago counties. The program also provides regional businesses that qualify as Very Small Quantity Generators (VSQGs) with economical disposal options for hazardous, universal and special wastes.



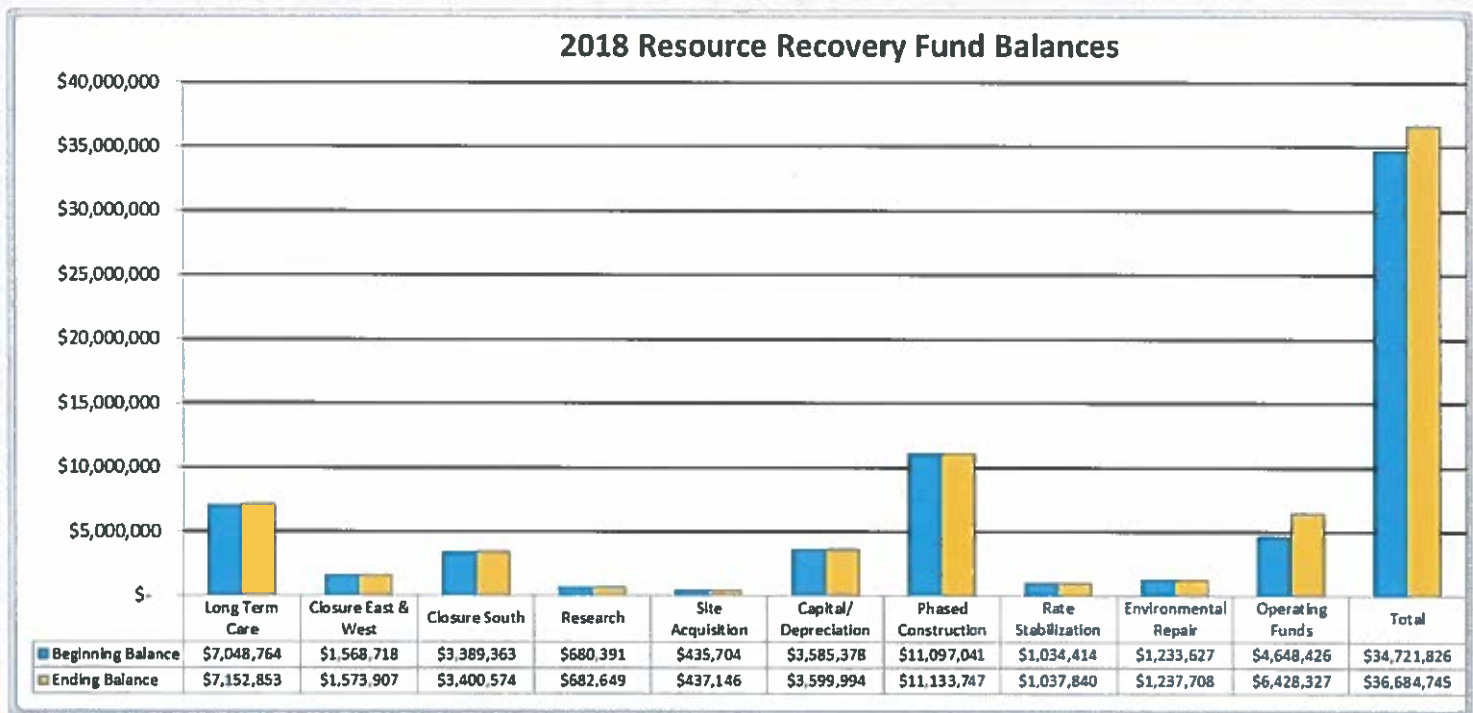
During 2018, the HMR facility took in **818,600 pounds of hazardous materials** from an estimated **7,239 residential and business sources**. The facility was able to recycle or make available to the public more than a quarter of the collected material while **230,000 pounds of hazardous waste** was kept out of the environment and properly destroyed. Staff managed several counties' collection events, assisted with another county's collections, and served as the disposal outlet for material collected from a different county's hazardous waste program.

Sharps & Pharmaceutical Collection Programs

Since 1996, the Department and the County Health Department have collaborated in managing the Brown County Household Sharps Program collecting nearly 178,000 pounds of sharps (needles, syringes and lancets) with over **10,000 pounds** collected in 2018. The Department also provides law enforcement with regulatory and disposal guidance along with a low cost disposal outlet for non-controlled pharmaceuticals. These efforts have led to an average of **3,800 pounds** of pharmaceuticals collected each year in the County.

Financials

The Department’s services are among the least expensive and most complete services offered by any operation in the State of Wisconsin. The Department operates as an Enterprise Fund, solely using revenues gathered through operations to fund its activities. The low cost of solid waste disposal is an economic engine to the economy of northeastern Wisconsin. Landfill tipping fees are low and help keep local municipal budgets stable while strengthening businesses, especially manufacturing businesses, and giving them a reason to stay in the area. Single stream recycling programs continue to be operated successfully with efficient processing, while dealing with an ever-changing commodities markets in which the recyclables are sold.



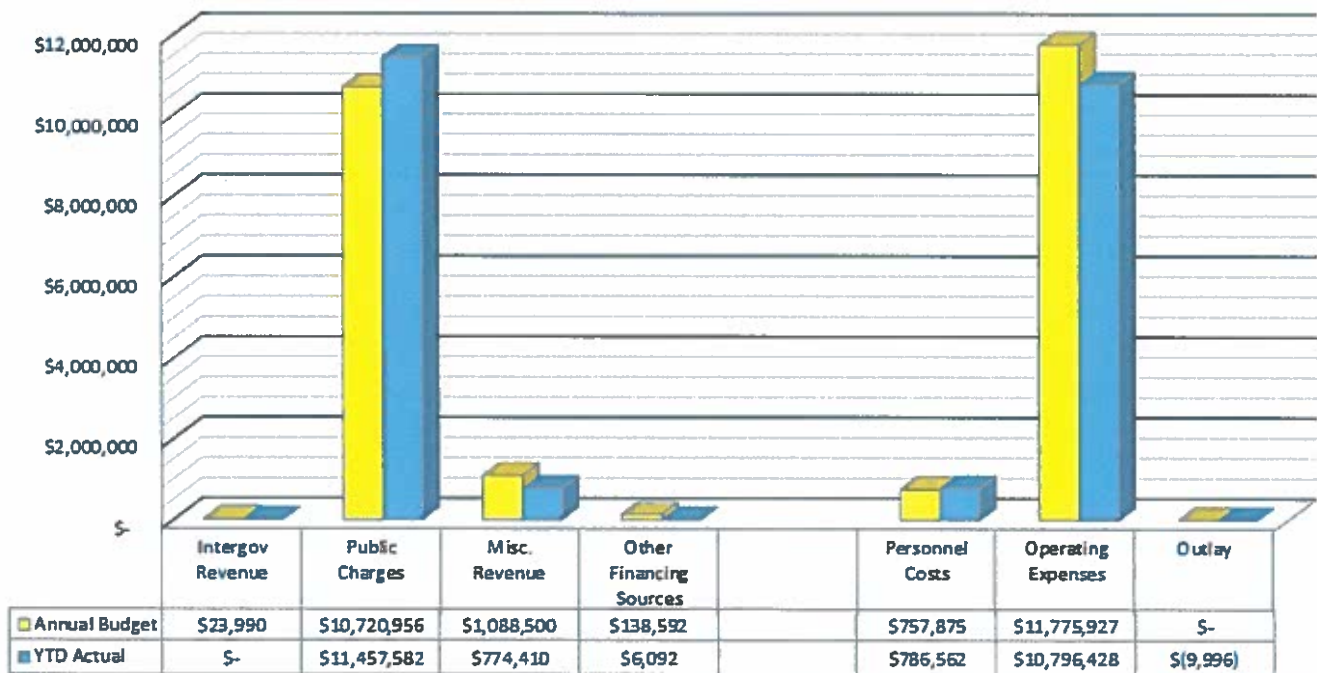
**Financials are unaudited and will be finalized by the Administration Dept. in March.*



**Brown County Port & Resource Recovery Department
Resource Recovery Area Budget Status Report
December 31, 2018**

		Annual Budget	YTD Actual	YTD %	YTD Total	Comments
R e v e n u e	Intergov Revenue	\$ 23,990	\$ -	0%		Intergovernmental Revenue difference reflects a HMR grant of \$23,990 not yet recognized. Public Charges were higher than budgeted due to increase solid waste tonnage. Misc. Revenue is expected BOW proceeds (\$500,000) and interest earned and includes the market value on a specific day. Variations is the change in market value not actual cash value. Personnel costs were higher because non-position budgeting related to pension adjustment and class and compensation that was unbudgeted. Operating Expenses were lower than budgeted.
	Public Charges	\$ 10,720,956	\$ 11,457,582	107%		
	Misc. Revenue	\$ 1,088,500	\$ 774,410	71%		
	Other Financing Sources	\$ 138,592	\$ 6,092	4%		
					\$ 12,238,085	
E x p e n s e s	Personnel Costs	\$ 757,875	\$ 786,562	104%		
	Operating Expenses	\$ 11,775,927	\$ 10,796,428	92%		
	Outlay	\$ -	\$ (9,996)	-		
					\$ 11,572,993	

Resource Recovery - December 31, 2018



*Financials are unaudited and will be finalized by the Administration Dept. in March.



2018 Goals

Completed

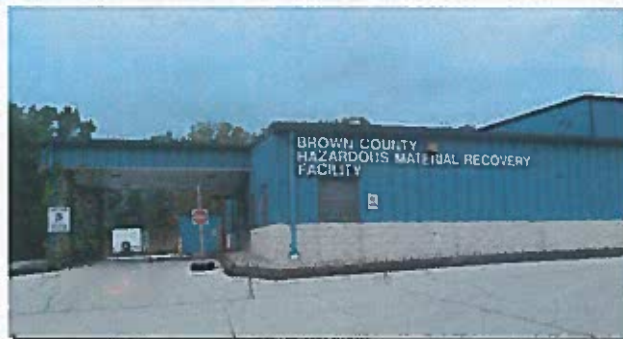
- ♦ **Marketed recycling services to neighboring counties and made retention calls to existing municipal customers.** These marketing efforts were focused on existing customers in Brown County and new customers in Door, Kewaunee and Oconto Counties. An existing contract with a private customer was extended an additional three years, while a new municipal customer was added. Ten private and municipal customers were contacted regarding existing contracts to maintain strong relations and seek input.
- ♦ **Marketed landfill and resource recovery services to neighboring counties and made retention calls on existing municipal customers.** These marketing efforts were focused on existing customers in Brown County and new customers in Door, Kewaunee and Oconto Counties. Existing 5-year contracts with four private and five municipal customers were extended an additional five years. One new commercial customer signed a 5-year contract.
- ♦ **Conducted Hazardous Material Recovery Process Map for collection, storage and processing of hazardous materials.** This completed effort involved developing an outline, timeline, assignment of responsibilities and fulfillment. During the map development, it was determined that building modifications should include a separate entrance for the product exchange room. Other modifications included adding a second scale and cash register, increasing the existing door opening to the processing area and adding a second door opening to the processing area. Tuesday collection hours were added during the summer to reduce wait times on other days.
- ♦ **Work completed on South Landfill wetland delineation.** Exemptions for man-made wetlands were requested and mitigation of natural wetlands will occur in 2019.
- ♦ **Excavation of South Landfill Clay.** More than 43,435 cubic yards of clay were excavated from the South Landfill in 2018. Efforts to excavate clay will continue in 2019.
- ♦ **Agricultural Land Lease and Farm Building Lease** were awarded for a 15-year term.
- ♦ **Replaced Solid Waste Transfer Station compactor, Recycling Transfer Station Front-End Loader and HVAC unit.** Quick Doors were changed to variable lift setting of existing door openers.
- ♦ **Determine strategy for dealing with South Landfill mass balance of clay.** All excess soil is capable of being stockpiled on site. Other strategies including use of clay for the future Southern Bridge, mine reclamation and other uses will be pursued.

In Progress

- ♦ **Evaluate Leachate Management Options for South Landfill.** Evaluation completed. The most cost-effective management option was found to be trucking. The most cost-effective wastewater treatment facility is NEW Water. The evaluation found that the County leachate unloading station in the De Pere industrial park is the most cost-effective option. The County is currently working on treatment agreements with the NEW Water and discharge agreements with De Pere and Ledgeview. Received acceptance letter from NEW Water.
- ♦ **Advance South Landfill Plan of Operation and submit for Department of Natural Resources (DNR) approval.** No modification of the South Landfill Feasibility Determination is required. Wetland delineation and re-design of the landfill was completed in preparation of new Plan of Operation submission to DNR in early 2019.
- ♦ **Convert existing Gas-To-Energy (GTE) plant to passive flare including building modifications and sale of existing equipment.** Conversion plan has been developed. GTE plant continued to operate through 2018. GTE plant will shut down no later than the expiration of the Power Purchase Agreement, June 30, 2019.
- **Evaluate Existing BOW Landfill Agreement and potentially renegotiate extension.** BOW landfill agreement efforts were initiated in late 2015. BOW planning effort will resume in 2019.

Deferred

- ♦ **Revise 2013 5-year *BOW Solid Waste & Resource Recovery Management Plan*.** To be adopted in 2019.
- ♦ **Assess leasing of non-landfill land to Dynamic Concepts for animal waste bio-digester facility.** Decided to allow private land owner to lease land for facility.
- ♦ **Conduct BOW Waste Technology Committee research.** An analysis of Mattress Recycling was initiated in late 2017 with the outcome to be determined in 2018. Effort was further deferred due to BOW staff vacancies and other priorities.



2019 Goals

- ♦ Solid Waste Transfer Station Building modifications including adding additional scale, by-pass lane and scale kiosks.
- ♦ Evaluate South Landfill operating strategy including public versus private construction and operations strategy.
- ♦ Execute South Landfill leachate discharge and treatment agreements.
- ♦ Receive WDNR approval of Plan of Operation for South Landfill.
- ♦ Implement Conversion Plan for existing Gas-To-Energy (GTE) plant to passive flare including building modifications after June 30, 2019 power purchase agreement ends. Sell equipment and develop a use for the facility.
- ♦ *Revise 2013 5-year BOW Solid Waste & Resource Recovery Management Plan.*
- ♦ Market Recycling and Landfill Services to new customers and make retention calls with a third of existing customers and municipalities.
- ♦ Complete BOW Diversion Committee evaluation of mattress recycling.
- ♦ Evaluate Existing BOW Landfill Agreement and potentially renegotiate extension.
- ♦ Excavate an additional 20,000 cubic yards of South Landfill Phase 1 Clay.

Brown County Resource Recovery

2561 South Broadway, Green Bay, WI 54304

Phone: 920-492-4950 | Fax: 920-492-4957

www.BrownCountyRecycling.org



Brown County Port & Resource Recovery Department

Date: December 17, 2018

G-18 South Landfill Monitoring Committee (LMC) Communications

The Landfill Siting Agreement between Brown County and the Town of Holland states under section II. (2) "Brown County shall provide the LMC with a copy of all correspondence, reports and data relating to the Landfill filed with the Wisconsin DNR and other governmental agencies by the County and its retained environmental consultants at the same time such documents are filed. The County shall also provide the LMC, within 10 days of receipt, a copy of all such reports, data, correspondence, etc. relating to the Landfill sent to the County and its consultants by the DNR and other governmental agencies, unless apparent from the face of the document the LMC has already been sent a copy."

Per legal counsel, Michael Best opinion of August 27, 2018, correspondence means formally "filed" with government agencies. The use of the term "filed" rather than "sent" suggests that the communication, report or data be not only final in nature but that it be material to the landfill project.

Brown County Port & Resource Recovery Department will use the following process to communicate with the LMC:

1. Director or designee is responsible for compliance. Environmental consultants are to be informed of Brown County communication responsibilities. Brown County will submit formal communications to government agencies, but many communications, due to document size and content, will be submitted by the environmental consultant on behalf of Brown County. When this happens, environmental consultant shall notify Brown County of an upcoming submission.
2. Brown County has established a file sharing service using County-licensed "Box" software to allow for the upload, download and review of files for LMC distribution and notification. At such time a formal communication is or will be submitted to a government agency, Brown County shall use Box to upload digital files for LMC distribution. Box will automatically send an email notification to the LMC distribution list anytime files are uploaded. Brown County will receive notification when individuals review or download files. Brown County shall maintain a contact list of LMC members based on Landfill Siting Agreement reporting requirements of the LMC.

Port & Resource Recovery Department

Director's Report

January 2019

South Landfill Plan of Operation – Was presented to the Solid Waste Board February 18, 2019 prior to submission to WDNR for approval. Review, completeness and approval are expected in late 2019. The Landfill Monitoring Committee was invited and the PowerPoint was provided to them in their absence.

BOW Planning Effort – BOW staff have determined that the BOW partnership has saved municipalities and private companies millions of dollars. BOW staff has determined the BOW partnership should continue beyond the existing agreement. Next month in closed session at all three of the County Solid Waste Boards the results will be shared and preliminary negotiations of a new BOW Landfill Agreement will be discussed.

Pulliam Plant – The Brown County Planning Department has started the land use study that will be completed by July 2019. A meeting was held with the City of Green Bay including WE Energies' representative and state elected officials to consider options. The County goal for the property is for it to be used for its highest and best use as industrial-related port property. The back property may serve as a truck/rail intermodal facility. Additionally, the property and other properties need to include port growth opportunities to access state and federal jobs, infrastructure and economic development grants.

Renard Island End-use Plan – Concept designs and all associated features are being vetted for regulatory, engineering and economics. Final design expected in April at the full County Board meeting. PDT and Harbor Commission will meet prior to County Board for approval.

Solid Waste Transfer Station – Bid for building modifications and adding second scale will be advertised this month. RFP for scale software and interactive Kiosks will be finalized with PDT approval in March.

Open Position Form

Port and Resource Recovery Department

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Associate	January 1		Hold	Summer

BUDGET ADJUSTMENT REQUEST

18-140

Category

Approval Level

- | | | |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> 1 | Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 | Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 | Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 | Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 | a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts). | Admin Comm |
| <input type="checkbox"/> 5 | b) Reallocation of <u>more than 10%</u> of the funds originally appropriated between any of the levels of appropriation. | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 6 | Reallocation between two or more departments, regardless of amount | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 7 | Any increase in expenses with an offsetting increase in revenue | Oversight Comm
2/3 County Board |
| <input checked="" type="checkbox"/> 8 | Any allocation from a department's fund balance | Oversight Comm
2/3 County Board |
| <input type="checkbox"/> 9 | Any allocation from the County's General Fund (requires separate Resolution)
After County Board approval of the resolution, a Category 4 budget adjustment must be prepared. | Oversight Comm
Admin Committee
2/3 County Board |

Justification for Budget Change:

For 2018 due to the change in the type of projects during the summer, Blizzard Evelyn in April, and a pipe failure on CTH X from the September rain storms the Highway department has incurred more in County Maintenance expenses than budgeted for 2018. For the 240 Fund balance this will require use of fund balance to cover these expenses. For the 660 Highway Operating fund it is an increase in revenue with an offsetting increase in expense since all operations flow through the Highway Operating Fund and then charged to the 240 Fund.

240 Fiscal Impact*: (\$683,103)

660 Fiscal Impact*: (\$0)

*Enter \$0 if reclassifying previously budgeted funds. Enter actual dollar amount if new revenue or expense.

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	240.044.080.5307.500	County Maintenance Summer	304,422
<input checked="" type="checkbox"/>	<input type="checkbox"/>	240.044.080.5307.600	County Maintenance Winter	323,420
<input checked="" type="checkbox"/>	<input type="checkbox"/>	240.044.080.5307.700	County Maintenance Traffic Control	47,436
<input type="checkbox"/>	<input checked="" type="checkbox"/>	240.044.080.5385	General Engineers	8,487
<input checked="" type="checkbox"/>	<input type="checkbox"/>	240.044.080.6182.200	County Maintenance Construction	16,312
<input type="checkbox"/>	<input checked="" type="checkbox"/>	240.3300.200	County Maintenance Fund Balance	683,103

AUTHORIZATIONS

Paul [Signature]
Signature of Department Head

Department: Public Works
Date: 2/5/19

[Signature]
Signature of DOA or Executive

Date: 2/14/19

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:
 • Reallocation to another account strictly for tracking or accounting purposes
 • Allocation of budgeted prior year grant not completed in the prior year Director of Admin
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts). Admin Comm
- ☐ 5 b) Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation. Oversight Comm
2/3 County Board
- ☐ 6 Reallocation between two or more departments, regardless of amount Oversight Comm
2/3 County Board
- ☐ 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm
2/3 County Board
- ☒ 8 Any allocation from a department's fund balance Oversight Comm
2/3 County Board
- 9 Any allocation from the County's General Fund (*requires separate Resolution*)
After County Board approval of the resolution, a Category 4 budget adjustment must be prepared. Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

The Towns of Green Bay, New Denmark, Rockland, & Wrightstown have submitted Bridge Aid Reimbursement Requests for funds petitioned for in years prior to 2018. Because we only budget for the current year petitions (\$141,000) the previous years' petitioned funds are in the Fund Balance reserved for Bridge Aid. This budget adjustment is to move some of the reserved bridge aid funds into 2018 for these bridge aid reimbursement requests. Since these expenses flow through the 660 fund first there also needs to be an increase in rev. and increase in expense on the 660 Fund side for this.

240 Fiscal Impact*: \$0 Since Funds In Reserved Bridge Aid Fund Balance

660 Fiscal Impact*: \$0

*Enter \$0 if reclassifying previously budgeted funds. Enter actual dollar amount if new revenue or expense.

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	240.044.080.6182.200	Construction Highway-Bridge Aid	68,303
<input type="checkbox"/>	<input checked="" type="checkbox"/>	240.3200.300	Reserved County Aid Bridge Fund	68,303
<input checked="" type="checkbox"/>	<input type="checkbox"/>	660.044.001.4800.550	Intra-County Charge Special Rev Fund	68,303
<input checked="" type="checkbox"/>	<input type="checkbox"/>	660.044.001.5000.550	Cost of Sales Special Revenue	68,303
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS

1/14/19
 Signature of Department Head
 Department: Public Works
 Date: 1/24/19

[Signature]
 Signature of BOA or Executive
 Date: 2/14/19

BROWN COUNTY PUBLIC WORKS

TOWNS

	Balance 1/1/2018	County Levy	Total Available	2018 County Expenses	2018 District Expenses	Balance 12/31/2018
Estes						
Estes - Brown County Funds	92,261.69	7,750.00	100,011.69	5,415.72		94,595.97
Estes - District @ BC	32,261.71	-	32,261.71		5,415.73	26,845.98
Total Available Estes			132,273.40			121,441.95
Glenmore						
Glenmore - Brown County Funds	24,939.72	-	24,939.72			24,939.72
Total Available Glenmore			24,939.72			24,939.72
Green Bay						
Green Bay - Brown County Funds	77,505.82	(57,505.82)	20,000.00	41,036.08		(21,036.08)
Green Bay - District @ BC	77,505.82	-	77,505.82		38,450.69	39,055.13
Total Available T. Green Bay			97,505.82			18,019.05
Holland						
Holland - Brown County Funds	-	-	-	3,645.46		(3,645.46)
Holland - District @ BC	65,178.66	-	65,178.66		3,645.46	61,533.20
Total Available Holland			65,178.66			57,887.74
Humboldt						
Humboldt - Brown County Funds	7,490.55	(7,490.55)	-			-
Humboldt - District @ BC	7,490.55	-	7,490.55			7,490.55
Total Available Humboldt			7,490.55			7,490.55
Lawrence						
Lawrence - Brown County Funds	59,206.58	-	59,206.58			59,206.58
Total Available Lawrence			59,206.58			59,206.58
Ledgeview						
Ledgeview - Brown County Funds	-	-	-			-
Total Available Ledgeview			-			-
Morrison						
Morrison - Brown County Funds	10,878.60	(10,878.60)	-			-
Total Available Morrison			-			-
New Denmark						
New Denmark - Brown County Funds	49,031.47	-	49,031.47	50,310.95		(1,279.48)
Total Available New Denmark			49,031.47			(1,279.48)
Pittsfield						
Pittsfield - Brown County Funds	(21,388.83)	20,495.65	(693.18)	5,653.57		(6,346.75)
Total Available Pittsfield			(693.18)			(6,346.75)
Rockland						
Rockland - Brown County Funds	15,000.00	9,000.00	24,000.00	11,716.79		12,283.21
Total Available Rockland			24,000.00			12,283.21
Scott						
Scott - Brown County Funds	68,548.48	44,000.00	112,548.48			112,548.48
Total Available Scott			112,548.48			112,548.48
Wrightstown						
Wrightstown - Brown County Funds	92,352.93	25,000.00	117,352.93	29,393.00		87,959.93
Total Available Wrightstown			117,352.93			87,959.93

VILLAGES

Ashwaubenon						
Ashwaubenon - Brown County Funds	-	-	-			-
Total Available Ashwaubenon			-			-
Bellevue						
Bellevue - Brown County Funds	3,434.35	-	3,434.35	4.85		3,429.50
Total Available Bellevue			3,434.35			3,429.50
Howard						
Howard - Brown County Funds	(71,179.32)	71,179.32	-			-
Total Available Howard			-			-
Hobart						
Hobart - Brown County Funds	13,370.12	34,000.00	47,370.12			47,370.12
Hobart - District @ BC	-	-	-			-
Total Available Hobart			47,370.12			47,370.12
Suamico						
Suamico - Brown County Funds	162,215.56	5,250.00	167,465.56	14,594.56		152,871.00
Total Available Suamico			167,465.56			152,871.00

GRAND TOTALS

766,184.46	141,000.00	907,184.46	161,798.98	47,511.88	697,385.68
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TOTAL BRIDGE AID EXPENSE BROWN COUNTY 209,382.86

Fund
Balance
1/1/18

March 20, 2019

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE
FOR THE PUBLIC WORKS-FACILITIES DEPARTMENT –
RECLASSIFICATION AND DELETION OF POSITIONS**

WHEREAS, there is a (1.0) FTE Housekeeping Manager and a (0.50) Housekeeper position (“Positions”) in the Public Works-Facilities (“Department”) table of organization that are currently vacant; and

WHEREAS, due to these vacancies, the Department completed a thorough evaluation of the structure of the Department and operational needs and have determined that the Facility Manager position will take over supervision of all housekeepers which eliminates the need for the current (1.0) FTE Housekeeping Manager; and

WHEREAS, housekeeping services will be needed for the new STEM building, jail pod and Medical Examiner office, so creating (2.0) FTE Housekeeper positions will provide coverage for those areas; and

WHEREAS, Human Resources, in conjunction with the Department, recommend the following changes to the Department’s table of organization: the deletion of (1.00) FTE Housekeeping Manager position in pay grade 11 of the Classification and Compensation Plan, deletion of a (0.50) FTE Housekeeper in pay grade 20 of the Classification and Compensation Plan and the addition of (2.00) FTE Housekeeper positions in pay grade 20 of the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, the following changes to the Public Works-Facilities Department table of organization: Delete (1.00) FTE Housekeeping Manager position in pay grade 11 of the

Classification and Compensation Plan; Delete (0.50) FTE Housekeeper in pay grade 20 of the Classification and Compensation Plan; Add (2.00) FTE Housekeeper positions in pay grade 20 of the Classification and Compensation Plan.

Budget Impact:
Public Works – Facilities

Partial Budget Impact (3/01/19 – 12/31/19)	FTE	Addition/ Deletion	Salary	Fringe	Total
Housekeeping Manager \$26.37/hr Position # 106.010.054 Hours: 2088	1.00	Deletion	(\$46,622.16)	(\$18,726.23)	(\$65,348.39)
Housekeeper \$13.95/hr Position # 137.460.054 Hours: 1044	0.50	Deletion	(\$12,323.22)	(\$3,102.85)	(\$15,426.07)
Housekeeper \$13.95/hr Position # TBD Hours: 2088	1.00	Addition	\$24,663.60	\$15,137.69	\$39,801.29
Housekeeper \$13.95/hr Position # TBD Hours: 2088	1.00	Addition	\$24,663.60	\$15,137.69	\$39,801.29
Partial Budget Impact					(\$1,171.88)

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Housekeeping Manager \$26.37/hr Position # 106.010.054 Hours: 2088	1.00	Deletion	(\$55,060.56)	(\$22,131)	(\$77,191.56)
Housekeeper \$13.95/hr Position # 137.460.054 Hours: 1044	0.50	Deletion	(\$14,563.80)	(\$3,667)	(\$18,230.80)
Housekeeper \$13.95/hr Position # TBD Hours: 2088	1.00	Addition	\$29,127.60	\$17,890.00	\$47,017.60
Housekeeper \$13.95/hr Position # TBD Hours: 2088	1.00	Addition	\$29,127.60	\$17,890.00	\$47,017.60
Annualized Budget Impact (net impact of position changes)					(\$1,387.16)

Fiscal Note: This resolution does not require an appropriation from the General Fund. The proposed resolution will result in a personnel savings.

Respectfully submitted,
 PLANNING, DEVELOPMENT &
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Approved By:

 TROY STRECKENBACH
 COUNTY EXECUTIVE

Date Signed: _____

19-023R

Authored by Human Resources

Final Draft Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
BORCHARDT	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
DESLAURIERS	20				
TRAN	21				
MOYNIHAN, JR.	22				
SUENEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 2-19-19
REQUEST TO: Planning, Development & Transportation, Executive, and County Board
MEETING DATE: 2/25/19, 3/11/19 and 3/20/19, respectively
REQUEST FROM: Paul Fontecchio
Public Works
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR THE PUBLIC WORKS-
FACILITIES DEPARTMENT – RECLASSIFICATION AND DELETION OF POSITIONS

ISSUE/BACKGROUND INFORMATION:

With the recent (December 2018 and January 2019) retirements of the Housekeeping Manager and Facility Manager respectively at the Bayview Campus (Jail/CTC/etc.), the Public Works Department has evaluated the department needs prior to filling open positions per section 4.23 of the County Code of Ordinances.

The management of the Bayview Campus for the mechanics, maintenance workers, and housekeepers will be consolidated under one Facility Manager Position as it is currently done at the Downtown Campus. The Department proposes eliminating the Housekeeping Manager and adding 1.5 Housekeeping positions. The Department currently has one open 0.5 Housekeeping position. With the addition of the STEM building, new Jail pod, and ME office, we will need the additional cleaning staff for these new areas. If approved, the Department will hire one housekeeper immediately and one in July just prior to the STEM building becoming operational.

ACTION REQUESTED:

Delete the Housekeeping Manager Position, delete the 0.5 Housekeeper position, and add 2.0 FTE Housekeeper positions.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$(1,171.88)
2. Is it currently budgeted? ☐ Yes ☒ No ☐ N/A (if \$0 fiscal impact)
 - a. If yes, in which account? _____
 - b. If no, how will the impact be funded? _____
 - c. If funding is from an external source, is it one-time ☐ or continuous? ☒
3. Please provide supporting documentation of fiscal impact determination.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

PUBLIC WORKS DEPARTMENT
Brown County



2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: February 25, 2019
RE: Summary of Operations

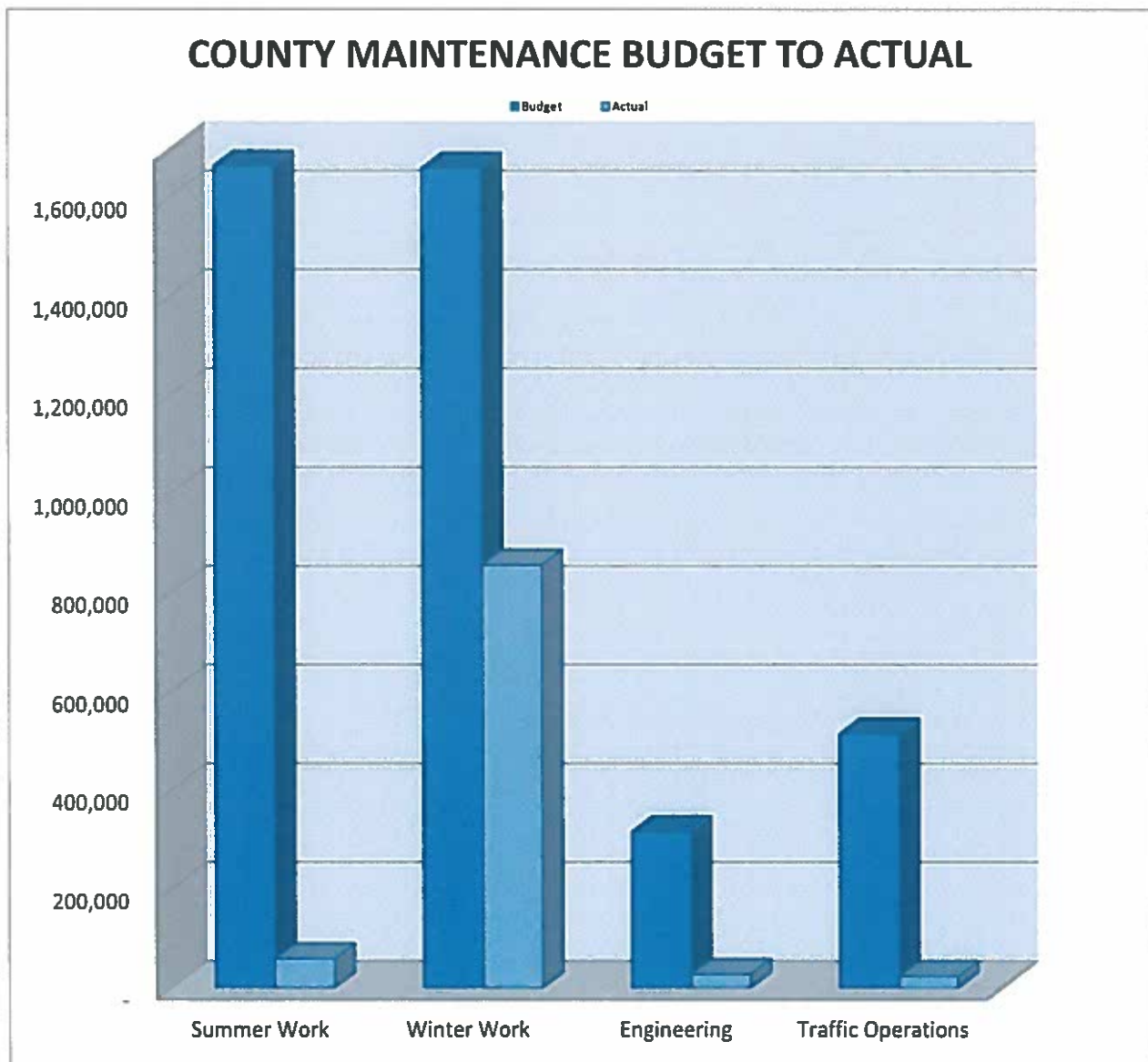
The Public Works Department is performing at a higher than normal budget rate through the month of January. The end of January represents 8.33% of the year. Here is a summary of our operations:

(240) County Maintenance	23.19%
(660) State Maintenance	15.64%
(660) Other Work (Interdepartmental, Municipal, etc.)	15.96%
(400) Capital Projects	10.36%
Facilities	5.64%

Please see the attached charts for more details.

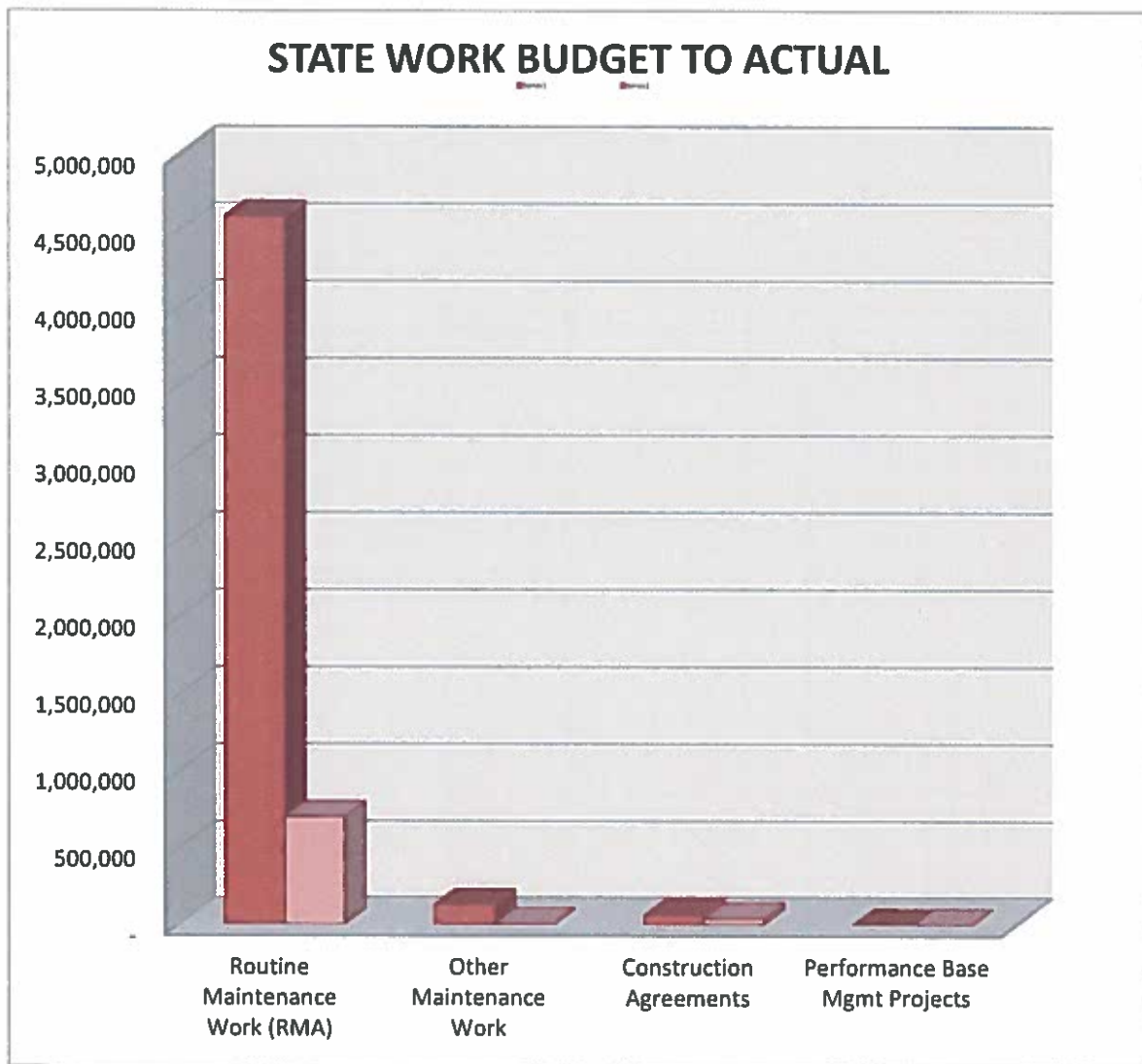
**BROWN COUNTY PUBLIC WORKS
COUNTY MAINTENANCE BUDGET TO ACTUAL-FUND 240
As Of 1/31/19**

	Budget	Actual	Remaining	Percentage Used
Summer Work	1,663,949	59,201	1,604,748	3.56%
Winter Work	1,659,750	856,506	803,244	51.60%
Engineering	316,225	27,988	288,237	8.85%
Traffic Operations	514,306	23,661	490,645	4.60%
County Incidents	30,000	2,962	27,038	9.87%
Total	4,184,230	970,317	3,213,913	23.19%



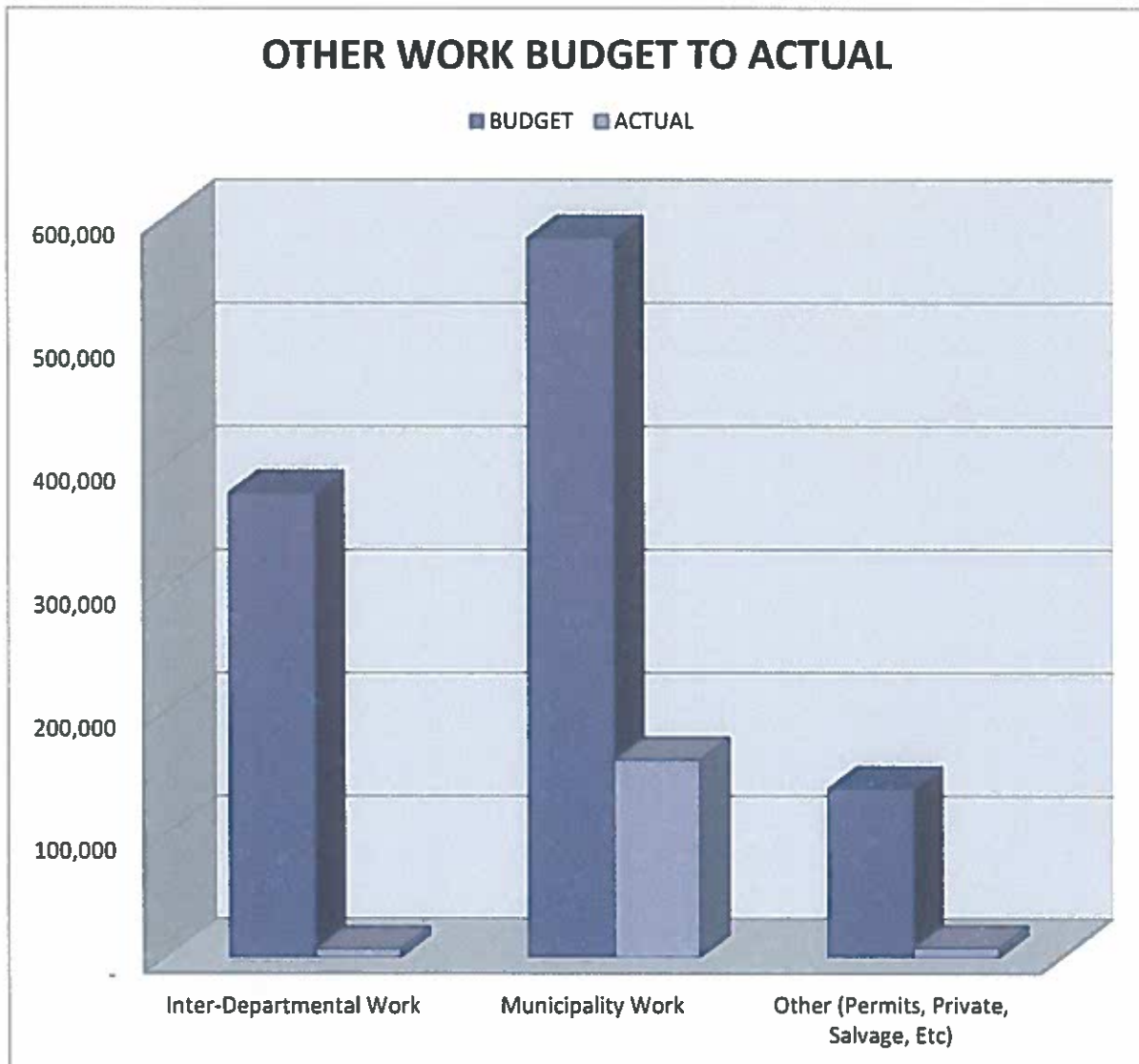
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
STATE WORK BUDGET TO ACTUAL
As Of 1/31/2019**

	Budget	Actual	Remaining	Percentage Used
Routine Maintenance Work (RMA)	4,593,000	702,868	3,890,132	15.30%
Other Maintenance Work	128,987	5,367	123,620	4.16%
Construction Agreements	59,406	39,545	19,860	66.57%
Performance Base Mgmt Projects	-	-	-	#DIV/0!
Total	4,781,393	747,781	4,033,612	15.64%



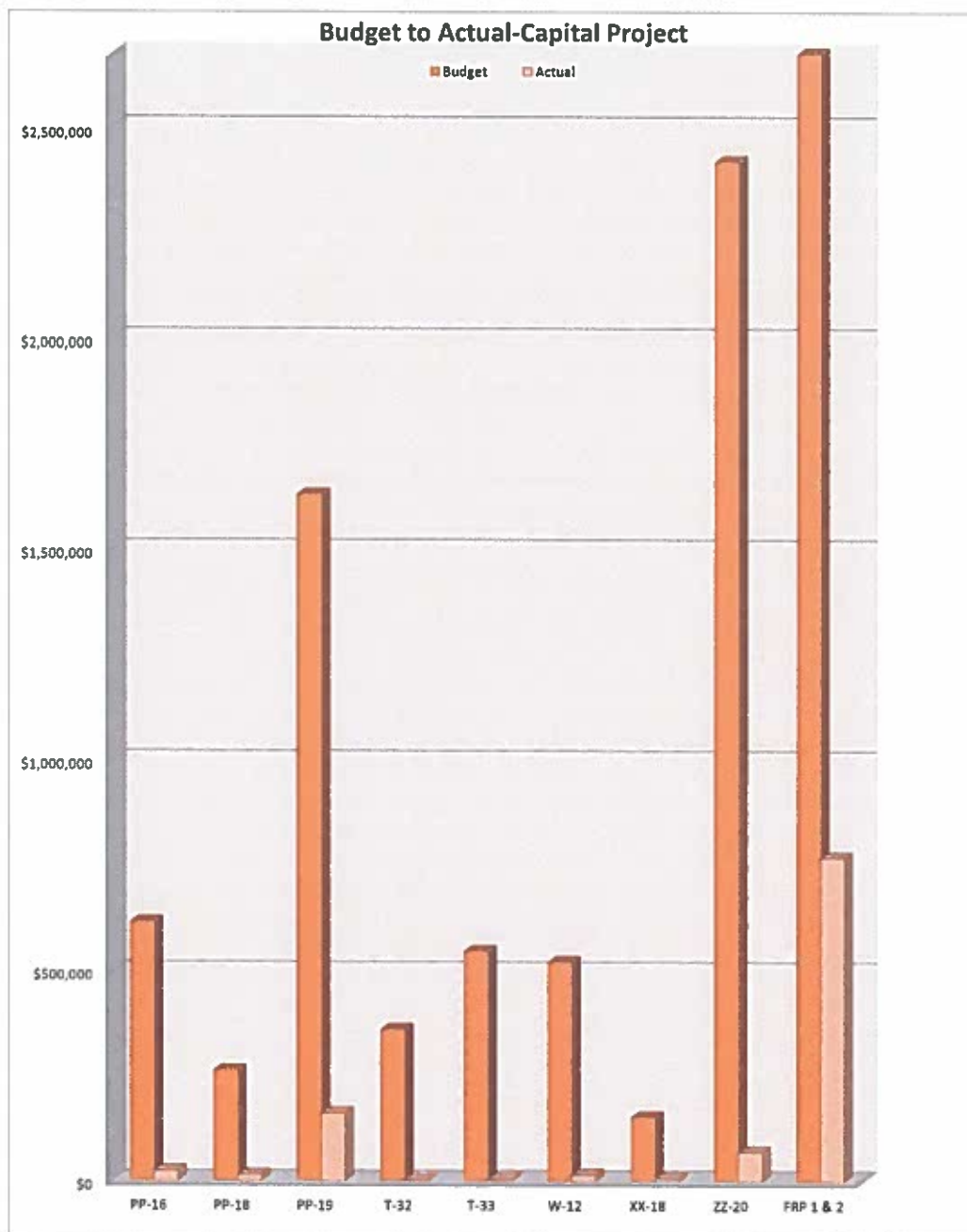
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
OTHER WORK BUDGET TO ACTUAL
As Of 1/31/19**

	Budget	Actual	Remaining	Percentage Used
Inter-Departmental Work	377,466	6,914	370,552	1.83%
Municipality Work	584,300	160,783	423,517	27.52%
Other (Permits, Private, Salvage, Etc)	137,285	7,714	129,571	5.62%
Total	1,099,051	175,410	923,641	15.96%



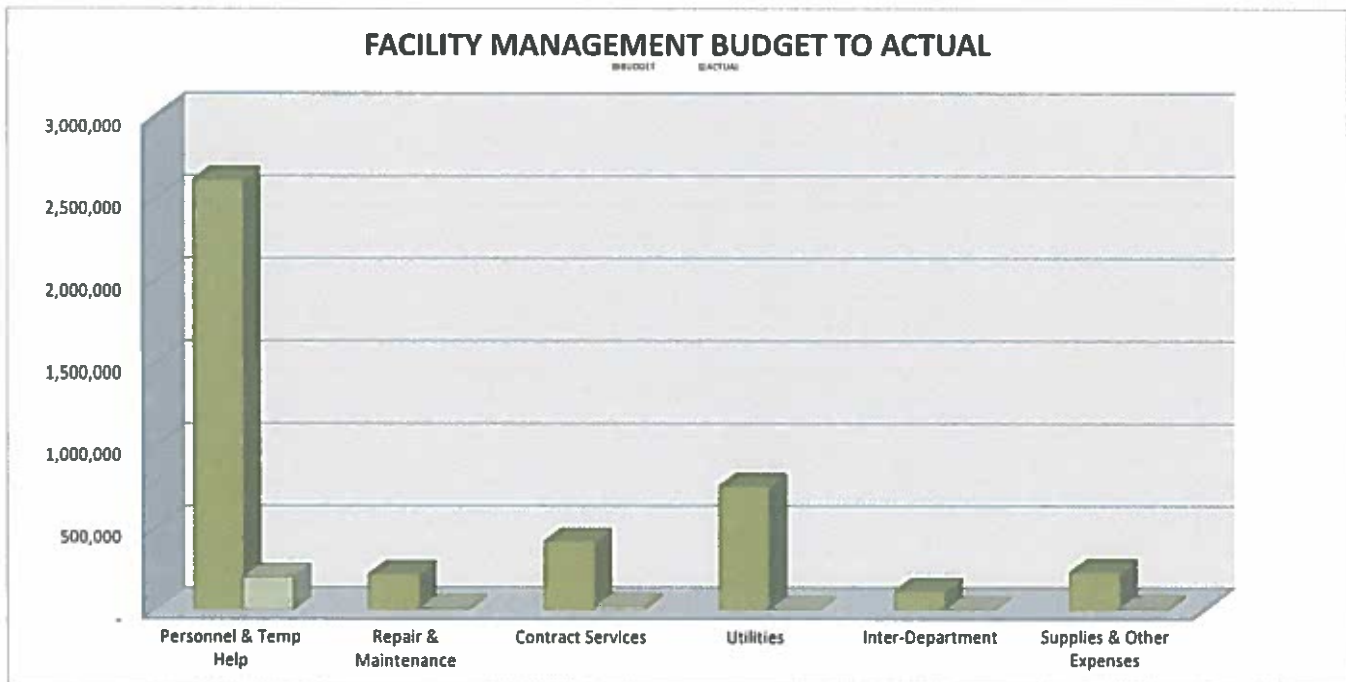
**BROWN COUNTY HIGHWAY DEPARTMENT
CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL
As Of 1/31/19**

Project	Project Description	% BC Cost	Budget	Actual	Remaining	Percentage
PP-16	School Rd to Shirley Rd	100%	\$618,750	\$23,768	\$594,982	3.84%
PP-18	Shirley Rd to Lasee Rd	100%	\$267,000	\$14,943	\$252,057	5.60%
PP-19	Lasee Rd to Viking Lane	100%	\$1,632,000	\$164,269	\$1,467,731	10.07%
T-32	CTH KB to North Ave (V. Denmark)	100%	\$365,000	\$2,315	\$362,685	0.63%
T-33	North Ave to Town Hall Rd	100%	\$550,000	\$3,779	\$546,221	0.69%
W-12	Man-Cal Rd to Kings Rd	100%	\$525,000	\$15,236	\$509,764	2.90%
XX-18	East River Bridge to Bellevue Street	100%	\$154,000	\$6,434	\$147,566	4.18%
ZZ-20	Partridge Rd to Wrightstown Rd	100%	\$2,420,000	\$71,063	\$2,348,937	2.94%
FRP 1 & 2	Earthwork & Stormwater Retention Pond	100%	\$3,850,000	\$773,309	\$3,076,691	20.09%
Total			\$10,381,750	\$1,075,116	\$9,306,634	10.36%



**BROWN COUNTY PUBLIC WORKS
FACILITY MANAGEMENT BUDGET TO ACTUAL
As Of 1/31/2019**

	Budget	Actual	Remaining	% Used
Personnel & Temp Help	2,613,141	200,797	2,412,344	7.68%
Repair & Maintenance	219,733	9,484	210,249	4.32%
Contract Services	420,392	19,780	400,613	4.71%
Utilities	755,446	659	754,787	0.09%
Inter-Department	115,321	1,268	114,053	1.10%
Supplies & Other Expenses	233,121	13,685	219,436	5.87%
Total	4,357,154	245,672	4,111,482	5.64%



PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us



PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: February 25, 2019
RE: Director's Report

PROJECTS:

Fox River Papermaking Corridor Project (FRP): Material continues to be hauled to the County Farm site off Lake Largo Road and will continue through the summer.

The design for the FRP storm sewer continues. Design details involving the connections from the Mill Site and the Shipping Container Site to the proposed County storm sewer line have taken more time to work through than anticipated. After discussion with Green Bay Packaging, it was decided to move the advertising dates for the storm sewer project back a few weeks to get those details worked out so we can reduce the risks of costly issues in construction. This moves the advertising dates back to March 18th and 25th with an April 2nd bid date. The new schedule includes a special PD&T meeting ahead of the County Board meeting on April 17th for bid approvals.

Health Department Move: Work is nearly finished at the Sophie Beaumont building and at the Health Lab at Duck Creek. The move from the Broadway Street location is anticipated to take place March 4, 2019.

TWELVE-HOUR DAYS:

Highway Division: Highway incurred 5,742.00 hours of overtime in January. Most of the overtime was related to winter plowing and de-icing operations. The amounts in excess of 12 hours per day for January are attached.

Facility Management Division: Facilities incurred 264.0 hours of overtime in January. The overtime was related to longer cleaning shifts to cover vacancies and mechanical repairs as well as winter snow removal. The amounts in excess of 12 hours per day for January are attached.

STAFFING REPORT:

See Attached Table.

Public Works - Highway Division
12-Hour Work Days
1/1/19 - 1/31/19

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/7/2019	Allen, Chris	Plowing / Salting, State Roamer	12
1/11/2019	Allen, Chris	State Roamer, State Accident	12
1/15/2019	Allen, Chris	State Roamer, Plowing / Salting	14
1/17/2019	Allen, Chris	MSHA Training, Plowing / Salting	12.5
1/22/2019	Allen, Chris	State Roaming, Plowing / Salting	15
1/23/2019	Allen, Chris	Plowing / Salting	16.25
1/24/2019	Allen, Chris	Plowing / Salting	16.5
1/25/2019	Allen, Chris	Plowing / Salting, Roaming	12
1/28/2019	Allen, Chris	Plowing / Salting	16.25
1/29/2019	Allen, Chris	Plowing / Salting	16.25
1/30/2019	Allen, Chris	Plowing / Salting	15.25
1/7/2019	Bastian, Dan	Plowing / Salting, Drainage	12
1/15/2019	Bastian, Dan	Buildings, Plowing / Salting	13
1/22/2019	Bastian, Dan	Plowing / Salting	14.75
1/23/2019	Bastian, Dan	Plowing / Salting	16
1/24/2019	Bastian, Dan	Plowing / Salting	16
1/28/2019	Bastian, Dan	Plowing / Salting	16
1/29/2019	Bastian, Dan	Plowing / Salting	15
1/30/2019	Bastian, Dan	Plowing / Salting	12
1/15/2019	Bockelman, Ben	State Guardrail Repair, Plowing / Salting	13.5
1/17/2019	Bockelman, Ben	Guardrail Repair, Plowing / Salting	13
1/23/2019	Bockelman, Ben	Plowing / Salting	12.25
1/24/2019	Bockelman, Ben	Plowing / Salting	12.5
1/28/2019	Bockelman, Ben	Plowing / Salting	12.5
1/29/2019	Bockelman, Ben	Plowing / Salting	12.25
1/22/2019	Bogucki, Bill	Plowing / Salting	12
1/23/2019	Bogucki, Bill	Plowing / Salting	12
1/28/2019	Bogucki, Bill	Plowing / Salting	12
1/15/2019	Bouche, Macaine	State Guardrail Repair, Plowing / Salting	13.75
1/17/2019	Bouche, Macaine	Guardrail Repair, Plowing / Salting	12.25
1/23/2019	Bouche, Macaine	Plowing / Salting	12
1/24/2019	Bouche, Macaine	Plowing / Salting	12
1/28/2019	Bouche, Macaine	Plowing / Salting	12
1/29/2019	Bouche, Macaine	Plowing / Salting	12
1/23/2019	Bray, Scott	Mechanic Shop	12
1/24/2019	Bray, Scott	Mechanic Shop	12
1/28/2019	Bray, Scott	Mechanic Shop	12
1/29/2019	Bray, Scott	Mechanic Shop	12
1/22/2019	Buhr, Mike	Mechanic Shop	12
1/23/2019	Buhr, Mike	Mechanic Shop	12
1/28/2019	Buhr, Mike	Mechanic Shop	12

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/30/2019	Buhr, Mike	Mechanic Shop	14.5
1/17/2019	Burney, Tim	Patching, Plowing / Salting	13.5
1/22/2019	Burney, Tim	Plowing / Salting	12.25
1/23/2019	Burney, Tim	Plowing / Salting	12.25
1/24/2019	Burney, Tim	Plowing / Salting	12.5
1/28/2019	Burney, Tim	Plowing / Salting	13
1/30/2019	Burney, Tim	Plowing / Salting	12.25
1/17/2019	Byrne, Nate	Guardrail Repair, Plowing / Salting	12.75
1/22/2019	Byrne, Nate	Plowing / Salting	13.75
1/24/2019	Byrne, Nate	Plowing / Salting	12
1/28/2019	Byrne, Nate	Plowing / Salting	16
1/29/2019	Byrne, Nate	Plowing / Salting	16
1/30/2019	Byrne, Nate	Plowing / Salting	15.5
1/15/2019	Charles, Brad	Plowing / Salting	13.5
1/22/2019	Charles, Brad	Plowing / Salting	12
1/23/2019	Charles, Brad	Plowing / Salting	12.5
1/24/2019	Charles, Brad	Plowing / Salting	12.25
1/28/2019	Charles, Brad	Plowing / Salting	12
1/29/2019	Charles, Brad	Plowing / Salting	13.5
1/30/2019	Charles, Brad	Plowing / Salting	12.5
1/31/2019	Charles, Brad	Plowing / Salting	12.5
1/7/2019	Collins, Robbie	Plowing / Salting, Roaming	12.5
1/16/2019	Collins, Robbie	Plowing / Salting	12.25
1/22/2019	Collins, Robbie	Patching, Plowing / Salting	12
1/23/2019	Collins, Robbie	Plowing / Salting	16
1/24/2019	Collins, Robbie	Plowing / Salting	16
1/25/2019	Collins, Robbie	Plowing / Salting, Patching	12
1/28/2019	Collins, Robbie	Plowing / Salting	16
1/29/2019	Collins, Robbie	Plowing / Salting	16
1/30/2019	Collins, Robbie	Plowing / Salting	15
1/2/2019	Corrigan, Chad	Plowing / Salting	12
1/16/2019	Corrigan, Chad	Plowing / Salting	12.25
1/22/2019	Corrigan, Chad	Patching, Plowing / Salting	12
1/23/2019	Corrigan, Chad	Plowing / Salting	16
1/24/2019	Corrigan, Chad	Plowing / Salting	16
1/25/2019	Corrigan, Chad	Plowing / Salting, Transfer sand/salt	12
1/28/2019	Corrigan, Chad	Plowing / Salting	16
1/29/2019	Corrigan, Chad	Plowing / Salting	16
1/30/2019	Corrigan, Chad	Plowing / Salting	15
1/17/2019	Curl, Todd	Mechanic Shop	13
1/22/2019	Curl, Todd	Mechanic Shop	12.75

12-Hour Report

1/1 - 1/31/19

Page 3

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/23/2019	Curl, Todd	Mechanic Shop	13
1/24/2019	Curl, Todd	Mechanic Shop	13.5
1/28/2019	Curl, Todd	Mechanic Shop	16.25
1/29/2019	Curl, Todd	Mechanic Shop	12.5
1/30/2019	Curl, Todd	Mechanic Shop	14
1/7/2019	Dallas, Chris	Plowing / Salting, Patching	12
1/25/2019	Dallas, Chris	Plowing / Salting, Transfer sand/salt	12
1/28/2019	Dallas, Chris	Plowing / Salting	16
1/29/2019	Dallas, Chris	Plowing / Salting	16
1/30/2019	Dallas, Chris	Plowing / Salting	12
1/22/2019	Dickerson, Ben	FRP-1, Plowing / Salting	12
1/23/2019	Dickerson, Ben	Plowing / Salting	12.25
1/28/2019	Dickerson, Ben	Plowing / Salting	12
1/29/2019	Dickerson, Ben	Plowing / Salting	12
1/22/2019	Dixon, Darrell	State Roaming, Plowing / Salting	12
1/23/2019	Dixon, Darrell	Plowing / Salting	12
1/24/2019	Dixon, Darrell	Plowing / Salting	12
1/28/2019	Dixon, Darrell	Plowing / Salting	12
1/7/2019	Doucha, Dean	Plowing / Salting, Patching	12
1/15/2019	Doucha, Dean	Patching, Plowing / Salting	14
1/23/2019	Doucha, Dean	Asphalt Pavement Training	12
1/24/2019	Doucha, Dean	Plowing / Salting	13.75
1/25/2019	Doucha, Dean	Plowing / Salting, Patching	12
1/28/2019	Doucha, Dean	Plowing / Salting	16
1/29/2019	Doucha, Dean	Plowing / Salting	15.5
1/30/2019	Doucha, Dean	Plowing / Salting	13
1/17/2019	Drewiske, Doug	Fence Repair, Plowing / Salting	13
1/22/2019	Drewiske, Doug	Fence Repair, Plowing / Salting	12.25
1/23/2019	Drewiske, Doug	Plowing / Salting	12
1/28/2019	Drewiske, Doug	Plowing / Salting	12
1/29/2019	Drewiske, Doug	Plowing / Salting	12
1/11/2019	DuBois, Dave	Signing, State Accident	12.25
1/15/2019	DuBois, Dave	Signing, Plowing / Salting	12.75
1/22/2019	DuBois, Dave	Signing, Plowing / Salting	13.75
1/23/2019	DuBois, Dave	Plowing / Salting	12
1/24/2019	DuBois, Dave	Plowing / Salting	12
1/28/2019	DuBois, Dave	Plowing / Salting	12.25
1/29/2019	DuBois, Dave	Plowing / Salting	12
1/17/2019	DuBois, Phil	Signing, Plowing / Salting	12.25
1/23/2019	DuBois, Phil	Plowing / Salting	12
1/28/2019	DuBois, Phil	Plowing / Salting	13.25

12-Hour Report

1/1 - 1/31/19

Page 4

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/15/2019	Engelmann, Curt	ZZ-20, Plowing / Salting	13.25
1/23/2019	Engelmann, Curt	Plowing / Salting	12.5
1/24/2019	Engelmann, Curt	Plowing / Salting	12.5
1/28/2019	Engelmann, Curt	Plowing / Salting	12.5
1/29/2019	Engelmann, Curt	Plowing / Salting	12.25
1/30/2019	Engelmann, Curt	Plowing / Salting	12.25
1/22/2019	Ferry, Jim	Mechanic Shop	12
1/23/2019	Ferry, Jim	Mechanic Shop	12.75
1/28/2019	Ferry, Jim	Mechanic Shop	12
1/29/2019	Ferry, Jim	Mechanic Shop	12.75
1/30/2019	Ferry, Jim	Mechanic Shop	12
1/15/2019	Goral, Nick	Duck Creek Yard, Plowing / Salting	13
1/17/2019	Goral, Nick	FRP-1, Plowing / Salting	13.5
1/22/2019	Goral, Nick	Plowing / Salting	13.75
1/23/2019	Goral, Nick	Plowing / Salting	12
1/24/2019	Goral, Nick	Plowing / Salting	12
1/28/2019	Goral, Nick	Plowing / Salting	12
1/29/2019	Goral, Nick	Plowing / Salting	12
1/30/2019	Goral, Nick	Plowing / Salting	12
1/7/2019	Gussert, Tim	Plowing / Salting, Drainage	12
1/15/2019	Gussert, Tim	FRP-1, Plowing / Salting	16
1/16/2019	Gussert, Tim	FRP-1	12
1/21/2019	Gussert, Tim	FRP-1	12.25
1/22/2019	Gussert, Tim	Patching, Plowing / Salting	15
1/23/2019	Gussert, Tim	Plowing / Salting	16
1/24/2019	Gussert, Tim	Plowing / Salting	15.5
1/25/2019	Gussert, Tim	Plowing / Salting, BayPort	14.25
1/28/2019	Gussert, Tim	Plowing / Salting	16
1/29/2019	Gussert, Tim	Plowing / Salting	16
1/30/2019	Gussert, Tim	Plowing / Salting	14.5
1/22/2019	Haumschild, Dan	Guardrail Repair, Plowing / Salting	12
1/23/2019	Haumschild, Dan	Plowing / Salting	12
1/24/2019	Haumschild, Dan	Plowing / Salting	12
1/28/2019	Haumschild, Dan	Plowing / Salting	12
1/11/2019	Healy, Aaron	Rubber, State Accident	12
1/15/2019	Healy, Aaron	Clean Drains, Plowing / Salting	13.75
1/22/2019	Healy, Aaron	Patching, Plowing / Salting	13.25
1/23/2019	Healy, Aaron	Plowing / Salting	12.25
1/24/2019	Healy, Aaron	Plowing / Salting	12.25
1/28/2019	Healy, Aaron	Plowing / Salting	13
1/29/2019	Healy, Aaron	Plowing / Salting	12

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/28/2019	Heinzen, Linn	Payroll, Office Assist with Storm	12
1/15/2019	Hennes, Pat	Signing, Plowing / Salting	14.5
1/11/2019	Hennes, Pat	Plowing / Salting	12.25
1/22/2019	Hennes, Pat	Signing, Plowing / Salting	14
1/23/2019	Hennes, Pat	Plowing / Salting	12
1/24/2019	Hennes, Pat	Plowing / Salting	12
1/28/2019	Hennes, Pat	Plowing / Salting	12.25
1/29/2019	Hennes, Pat	Plowing / Salting	12
1/30/2019	Hennes, Pat	Plowing / Salting	12
1/23/2019	Huguet, Bob	Mechanic Shop	12.5
1/24/2019	Huguet, Bob	Mechanic Shop	12.25
1/28/2019	Huguet, Bob	Mechanic Shop	13.25
1/7/2019	Ignatowski, Paul	Plowing / Salting, State Roamer	12.5
1/11/2019	Ignatowski, Paul	Rubber manholes, State Accident	13
1/14/2019	Ignatowski, Paul	State Roamer, ERC Call-in	12.5
1/15/2019	Ignatowski, Paul	Sweeper, Plowing / Salting	17
1/17/2019	Ignatowski, Paul	State Roaming, Plowing / Salting	12.25
1/22/2019	Ignatowski, Paul	FRP-1, Plowing / Salting	15.25
1/23/2019	Ignatowski, Paul	Plowing / Salting	16
1/24/2019	Ignatowski, Paul	Plowing / Salting	16
1/25/2019	Ignatowski, Paul	Plowing / Salting, Roaming	12
1/28/2019	Ignatowski, Paul	Plowing / Salting	14.75
1/29/2019	Ignatowski, Paul	Plowing / Salting	16
1/30/2019	Ignatowski, Paul	Plowing / Salting	15.25
1/16/2019	Johnson, Jason	FRP-1	12
1/28/2019	Johnson, Jason	Plowing / Salting	12
1/23/2019	Kapinos, Vinnie	Asphalt Pavement Training	12
1/28/2019	Kapinos, Vinnie	Plowing / Salting	13.5
1/29/2019	Kapinos, Vinnie	Plowing / Salting	12
1/17/2019	Kostreva, James	Brushing, Plowing / Salting	13.5
1/22/2019	Kostreva, Jim	Plowing / Salting	12
1/23/2019	Kostreva, Jim	Plowing / Salting	12
1/24/2019	Kostreva, Jim	Plowing / Salting	12.25
1/28/2019	Kostreva, Jim	Plowing / Salting	12
1/29/2019	Kostreva, Jim	Plowing / Salting	12
1/15/2019	Ledvina, Jason	Signing, Plowing / Salting	12.75
1/22/2019	Ledvina, Jason	Plowing / Salting	13.75
1/23/2019	Ledvina, Jason	Plowing / Salting	12.5
1/24/2019	Ledvina, Jason	Plowing / Salting	12
1/28/2019	Ledvina, Jason	Plowing / Salting	12.25
1/29/2019	Ledvina, Jason	Plowing / Salting	12.75

12-Hour Report

1/1 - 1/31/19

Page 6

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/15/2019	LeGrave, Steve	FRP-1, Plowing / Salting	13.5
1/22/2019	LeGrave, Steve	Move Equipment, Plowing / Salting	14.25
1/23/2019	LeGrave, Steve	Plowing / Salting	16
1/24/2019	LeGrave, Steve	Plowing / Salting	15.25
1/25/2019	LeGrave, Steve	Plowing / Salting, BayPort	12
1/28/2019	LeGrave, Steve	Plowing / Salting	16
1/29/2019	LeGrave, Steve	Plowing / Salting	15
1/30/2019	LeGrave, Steve	Plowing / Salting	15.5
1/17/2019	Liebergen, Dale	Patching, Plowing / Salting	12
1/22/2019	Liebergen, Dale	Plowing / Salting	14.5
1/23/2019	Liebergen, Dale	Plowing / Salting	12
1/28/2019	Liebergen, Dale	Plowing / Salting	12
1/29/2019	Liebergen, Dale	Plowing / Salting	12
1/22/2019	Liss, Tim	Signing, Plowing / Salting	13.75
1/23/2019	Liss, Tim	Plowing / Salting	12
1/24/2019	Liss, Tim	Plowing / Salting	12.25
1/28/2019	Liss, Tim	Plowing / Salting	12.5
1/29/2019	Liss, Tim	Plowing / Salting	12.25
1/7/2019	Little, Bob	Plowing / Salting, Drainage	12
1/15/2019	Little, Bob	Fence Repair, Plowing / Salting	14.25
1/17/2019	Little, Bob	Fence Repair, Plowing / Salting	12.75
1/22/2019	Little, Bob	Patching, Plowing / Salting	15
1/23/2019	Little, Bob	Plowing / Salting	16
1/24/2019	Little, Bob	Plowing / Salting	16
1/25/2019	Little, Bob	Plowing / Salting, Wash Trucks	12
1/28/2019	Little, Bob	Plowing / Salting	16
1/29/2019	Little, Bob	Plowing / Salting	16
1/30/2019	Little, Bob	Plowing / Salting	15
1/7/2019	Loritz, Nancy	Plowing / Salting	12.5
1/15/2019	Loritz, Nancy	Patching, Plowing / Salting	14
1/17/2019	Loritz, Nancy	Patching, Plowing / Salting	13.25
1/22/2019	Loritz, Nancy	County Roaming, Plowing / Salting	15
1/23/2019	Loritz, Nancy	Plowing / Salting	16
1/24/2019	Loritz, Nancy	Plowing / Salting	16
1/25/2019	Loritz, Nancy	Plowing / Salting, Transfer sand/salt	12
1/28/2019	Loritz, Nancy	Plowing / Salting	16
1/29/2019	Loritz, Nancy	Plowing / Salting	16
1/30/2019	Loritz, Nancy	Plowing / Salting	15.75
1/22/2019	Mangin, Justin	Plowing / Salting	12
1/23/2019	Mangin, Justin	Plowing / Salting	12.5
1/24/2019	Mangin, Justin	Plowing / Salting	12

12-Hour Report

1/1 - 1/31/19

Page 7

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/28/2019	Mangin, Justin	Plowing / Salting	12.5
1/29/2019	Mangin, Justin	Plowing / Salting	12
1/22/2019	Margitan, Jim	State Roaming, Plowing / Salting	12
1/23/2019	Margitan, Jim	Plowing / Salting	12
1/28/2019	Margitan, Jim	Plowing / Salting	12
1/15/2019	Maus, Todd	FRP-1, Plowing / Salting	16
1/21/2019	Maus, Todd	FRP-1	12
1/22/2019	Maus, Todd	Plowing / Salting	13.25
1/23/2019	Maus, Todd	Plowing / Salting	16.5
1/24/2019	Maus, Todd	Plowing / Salting	16
1/25/2019	Maus, Todd	Plowing / Salting, Make Brine	12.5
1/28/2019	Maus, Todd	Plowing / Salting, Make Brine	12
1/29/2019	Maus, Todd	Plowing / Salting	13
1/30/2019	Maus, Todd	Plowing / Salting	12
1/17/2019	McEwen, Bryan	Guardrail Repair, Plowing / Salting	12
1/22/2019	McEwen, Bryan	HDM-2, Plowing / Salting	12
1/23/2019	McEwen, Bryan	Plowing / Salting	12
1/24/2019	McEwen, Bryan	Plowing / Salting	12
1/28/2019	McEwen, Bryan	Plowing / Salting	12.25
1/29/2019	McEwen, Bryan	Plowing / Salting	12
1/22/2019	Melbauer, Charlie	Plowing / Salting	15
1/23/2019	Melbauer, Charlie	Plowing / Salting	16
1/24/2019	Melbauer, Charlie	Plowing / Salting	12.5
1/25/2019	Melbauer, Charlie	Plowing / Salting, Wash Trucks	12.5
1/28/2019	Melbauer, Charlie	Plowing / Salting	16.5
1/29/2019	Melbauer, Charlie	Plowing / Salting	15
1/30/2019	Melbauer, Charlie	Plowing / Salting	13.75
1/22/2019	Messerschmidt, Bill	Plowing / Salting	12
1/23/2019	Messerschmidt, Bill	Plowing / Salting	12
1/24/2019	Messerschmidt, Bill	Plowing / Salting	12
1/28/2019	Messerschmidt, Bill	Plowing / Salting	12
1/29/2019	Messerschmidt, Bill	Plowing / Salting	12
1/15/2019	Mineau, Zach	State Roaming, Plowing / Salting	12.75
1/21/2019	Mineau, Zach	State Roaming, Plowing / Salting	12.75
1/22/2019	Mineau, Zach	Plowing / Salting	12
1/23/2019	Mineau, Zach	Plowing / Salting	12
1/24/2019	Mineau, Zach	Plowing / Salting	12
1/28/2019	Mineau, Zach	Plowing / Salting	12
1/29/2019	Mineau, Zach	Plowing / Salting	12.25
1/30/2019	Mineau, Zach	Plowing / Salting	12
1/31/2019	Mineau, Zach	Plowing / Salting	12

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/22/2019	Mohr, Brian	Mechanic Shop	12
1/23/2019	Mohr, Brian	Mechanic Shop	12
1/24/2019	Mohr, Brian	Mechanic Shop	12
1/28/2019	Mohr, Brian	Mechanic Shop	12
1/29/2019	Mohr, Brian	Mechanic Shop	12
1/28/2019	Noe, Terry	Plowing / Salting	12
1/22/2019	Peot, Jesse	Plowing / Salting	12
1/23/2019	Peot, Jesse	Plowing / Salting	12
1/29/2019	Peot, Jesse	Plowing / Salting	12
1/7/2019	Peot, Tracy	Plowing / Salting, Make Brine	12.25
1/22/2019	Peot, Tracy	Make Brine, Plowing / Salting	12.25
1/23/2019	Peot, Tracy	Make Brine, Plowing / Salting	16
1/24/2019	Peot, Tracy	Plowing / Salting	13
1/28/2019	Peot, Tracy	Plowing / Salting	13.25
1/29/2019	Peot, Tracy	Plowing / Salting	12
1/30/2019	Peot, Tracy	Plowing / Salting	12.75
1/7/2019	Reedy, Jason	Plowing / Salting, Drainage	12
1/15/2019	Reedy, Jason	Fence Repair, Plowing / Salting	12.5
1/17/2019	Reedy, Jason	MSHA Training, Plowing / Salting	12.25
1/22/2019	Reedy, Jason	Fence Repair, Plowing / Salting	15
1/23/2019	Reedy, Jason	Plowing / Salting	16
1/24/2019	Reedy, Jason	Plowing / Salting	12
1/25/2019	Reedy, Jason	Plowing / Salting, Transfer sand/salt	12
1/28/2019	Reedy, Jason	Plowing / Salting	16
1/29/2019	Reedy, Jason	Plowing / Salting	16
1/30/2019	Reedy, Jason	Plowing / Salting	12.75
1/17/2019	Rentmeester, Dan	Fence Repair, Plowing / Salting	12.25
1/22/2019	Rentmeester, Dan	Patching, Plowing / Salting	12
1/23/2019	Rentmeester, Dan	Plowing / Salting	12
1/24/2019	Rentmeester, Dan	Plowing / Salting	12
1/28/2019	Rentmeester, Dan	Plowing / Salting	12.25
1/29/2019	Rentmeester, Dan	Plowing / Salting	12
1/22/2019	Rezek, Heather	Office Assist w/Storm	12
1/23/2019	Rezek, Heather	Office Assist w/Storm	12.75
1/7/2019	Sausen, Jim	Plowing / Salting, Stockroom	12.25
1/15/2019	Sausen, Jim	Stockroom, Plowing / Salting	14
1/17/2019	Sausen, Jim	Stockroom, Plowing / Salting	12.75
1/22/2019	Sausen, Jim	Plowing / Salting	15
1/23/2019	Sausen, Jim	Plowing / Salting	15.25
1/24/2019	Sausen, Jim	Plowing / Salting	13
1/28/2019	Sausen, Jim	Plowing / Salting	16

12-Hour Report

1/1 - 1/31/19

Page 9

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/29/2019	Sausen, Jim	Plowing / Salting	16
1/30/2019	Sausen, Jim	Plowing / Salting	16
1/15/2019	Schmechel, Brett	Shop, Plowing / Salting	13.5
1/22/2019	Schmechel, Brett	Plowing / Salting	13.75
1/23/2019	Schmechel, Brett	Plowing / Salting	12.25
1/24/2019	Schmechel, Brett	Plowing / Salting	12.5
1/28/2019	Schmechel, Brett	Plowing / Salting	12.5
1/29/2019	Schmechel, Brett	Plowing / Salting	12.5
1/22/2019	Schmidt, Jamie	Mechanic Shop	12
1/23/2019	Schmidt, Jamie	Mechanic Shop	12
1/24/2019	Schmidt, Jamie	Mechanic Shop	12
1/28/2019	Schmidt, Jamie	Mechanic Shop	12
1/17/2019	Schraufnagel, Dan	FRP-1, Plowing / Salting	13.5
1/22/2019	Schraufnagel, Dan	Fence Repair, Plowing / Salting	12
1/23/2019	Schraufnagel, Dan	Plowing / Salting	12
1/24/2019	Schraufnagel, Dan	Plowing / Salting	12
1/28/2019	Schraufnagel, Dan	Plowing / Salting	12
1/29/2019	Schraufnagel, Dan	Plowing / Salting	12
1/30/2019	Schraufnagel, Dan	Plowing / Salting	12.5
1/7/2019	Scray, Norb	Plowing / Salting, State Roamer	12
1/15/2019	Scray, Norb	State Roamer, Plowing / Salting	13
1/22/2019	Scray, Norb	State Roaming, Plowing / Salting	15
1/23/2019	Scray, Norb	Plowing / Salting	16
1/24/2019	Scray, Norb	Plowing / Salting	13.25
1/25/2019	Scray, Norb	Plowing / Salting, Roaming	12
1/28/2019	Scray, Norb	Plowing / Salting	16
1/29/2019	Scray, Norb	Plowing / Salting	16
1/30/2019	Scray, Norb	Plowing / Salting	15
1/7/2019	Sequin, Scott	Plowing / Salting, Patching	13
1/17/2019	Sequin, Scott	Patching, Plowing / Salting	12.5
1/22/2019	Sequin, Scott	Patching, Plowing / Salting	15.25
1/23/2019	Sequin, Scott	Plowing / Salting	16
1/24/2019	Sequin, Scott	Plowing / Salting	16
1/25/2019	Sequin, Scott	Plowing / Salting, Transfer sand/salt	12
1/28/2019	Sequin, Scott	Plowing / Salting	16
1/29/2019	Sequin, Scott	Plowing / Salting	16
1/30/2019	Sequin, Scott	Plowing / Salting	15.5
1/16/2019	Shimanek, Steve	FRP-1	12
1/23/2019	Shimanek, Steve	Plowing / Salting	16
1/24/2019	Shimanek, Steve	Plowing / Salting, FRP-1	13.25
1/25/2019	Shimanek, Steve	Plowing / Salting, Mechanic Shop	12

29

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/28/2019	Shimanek, Steve	Plowing / Salting	16
1/29/2019	Shimanek, Steve	Plowing / Salting	15.5
1/30/2019	Shimanek, Steve	Plowing / Salting	12
1/11/2019	Skaletski, Todd	Guardrail Repair, State Accident	12
1/15/2019	Skaletski, Todd	State Guardrail Repair, Plowing / Salting	13.5
1/17/2019	Skaletski, Todd	Guardrail Repair, Plowing / Salting	13
1/22/2019	Skaletski, Todd	Plowing / Salting	12
1/23/2019	Skaletski, Todd	Plowing / Salting	12.5
1/24/2019	Skaletski, Todd	Plowing / Salting	12.5
1/28/2019	Skaletski, Todd	Plowing / Salting	12.5
1/29/2019	Skaletski, Todd	Plowing / Salting	12.25
1/30/2019	Skaletski, Todd	Plowing / Salting	12
1/2/2019	Smits, Mike	Plowing / Salting	12
1/7/2019	Smits, Mike	Plowing / Salting, Patching	12.75
1/15/2019	Smits, Mike	ZZ-20, Plowing / Salting	14
1/17/2019	Smits, Mike	Brushing, Plowing / Salting	13.5
1/22/2019	Smits, Mike	Patching, Plowing / Salting	15
1/23/2019	Smits, Mike	Plowing / Salting	16
1/24/2019	Smits, Mike	Plowing / Salting	15
1/28/2019	Smits, Mike	Plowing / Salting	16
1/29/2019	Smits, Mike	Plowing / Salting	16
1/7/2019	Sperberg, Mark	Plowing / Salting, Patching	12.25
1/15/2019	Sperberg, Mark	Patching, Plowing / Salting	13.75
1/21/2019	Sperberg, Mark	Patching, Haul Salt to CTC, Salt for House Fire	12.5
1/22/2019	Sperberg, Mark	Patching, Plowing / Salting	15
1/23/2019	Sperberg, Mark	Plowing / Salting	16
1/24/2019	Sperberg, Mark	Plowing / Salting	16
1/25/2019	Sperberg, Mark	Plowing / Salting, Transfer sand/salt	12
1/28/2019	Sperberg, Mark	Plowing / Salting	16
1/29/2019	Sperberg, Mark	Plowing / Salting	16
1/30/2019	Sperberg, Mark	Plowing / Salting	15
1/7/2019	Stein, Kelly	Plowing / Salting	12
1/16/2019	Stein, Kelly	Fence Repair, Plowing / Salting	12
1/17/2019	Stein, Kelly	Fence Repair, Plowing / Salting	13
1/22/2019	Stein, Kelly	Fence Repair, Plowing / Salting	12
1/23/2019	Stein, Kelly	Plowing / Salting	16.25
1/24/2019	Stein, Kelly	Plowing / Salting	12
1/28/2019	Stein, Kelly	Plowing / Salting	16.25
1/29/2019	Stein, Kelly	Plowing / Salting	16.25
1/30/2019	Stein, Kelly	Plowing / Salting	15.75
1/22/2019	Sweemer, Steve	Mechanic Shop	12

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/28/2019	Sweemer, Steve	Mechanic Shop	12.25
1/16/2019	Taicher, Kevin	State Roaming, Plowing / Salting	12
1/17/2019	Taicher, Kevin	State Roaming, Plowing / Salting	12.5
1/23/2019	Taicher, Kevin	Plowing / Salting	15.75
1/25/2019	Taicher, Kevin	Plowing / Salting, Roaming	12
1/28/2019	Taicher, Kevin	Plowing / Salting	16
1/29/2019	Taicher, Kevin	Plowing / Salting	13.75
1/15/2019	Thompson, Bill	ZZ-20, Plowing / Salting	14
1/17/2019	Thompson, Bill	MSHA Training, Plowing / Salting	12.75
1/22/2019	Thompson, Bill	Fence Repair, Plowing / Salting	15.75
1/23/2019	Thompson, Bill	Plowing / Salting	16
1/24/2019	Thompson, Bill	Plowing / Salting	13
1/28/2019	Thompson, Bill	Plowing / Salting	12
1/29/2019	Thompson, Bill	Plowing / Salting	12
1/30/2019	Thompson, Bill	Plowing / Salting	12
1/31/2019	Thompson, Bill	Plowing / Salting	12
1/17/2019	Thompson, Nick	Fence Repair, Plowing / Salting	12
1/23/2019	Thompson, Nick	Asphalt Pavement Training	12
1/28/2019	Thompson, Nick	Plowing / Salting	12
1/29/2019	Thompson, Nick	Plowing / Salting	16
1/30/2019	Thompson, Nick	Plowing / Salting	15.5
1/23/2019	Tilkens, Todd	Plowing / Salting	12
1/24/2019	Tilkens, Todd	Plowing / Salting	15.5
1/29/2019	Tilkens, Todd	Plowing / Salting	15
1/30/2019	Tilkens, Todd	Plowing / Salting	12
1/16/2019	Umentum, Matt	Fence Repair, Plowing / Salting	12
1/17/2019	Umentum, Matt	Fence Repair, Plowing / Salting	12.5
1/22/2019	Umentum, Matt	Fence Repair, Plowing / Salting	12
1/23/2019	Umentum, Matt	Plowing / Salting	16.5
1/24/2019	Umentum, Matt	Plowing / Salting	12.25
1/28/2019	Umentum, Matt	Plowing / Salting	16.25
1/29/2019	Umentum, Matt	Plowing / Salting	16
1/30/2019	Umentum, Matt	Plowing / Salting	15.75
1/15/2019	VanDeHei, Jamie	State Roamer, Plowing / Salting	13.5
1/21/2019	VanDeHei, Jamie	State Roaming, Plowing / Salting	13
1/22/2019	VanDeHei, Jamie	State Roaming, Plowing / Salting	12.25
1/23/2019	VanDeHei, Jamie	Plowing / Salting	12
1/24/2019	VanDeHei, Jamie	Plowing / Salting	13.75
1/28/2019	VanDeHei, Jamie	Plowing / Salting	12
1/29/2019	VanDeHei, Jamie	Plowing / Salting	12
1/30/2019	VanDeHei, Jamie	Plowing / Salting	12

12-Hour Report

1/1 - 1/31/19

Page 12

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/31/2019	VanDeHei, Jamie	Plowing / Salting	12
1/7/2019	VanDenElzen, Ken	Plowing / Salting	12
1/15/2019	VanDenElzen, Ken	Fence Repair, Plowing / Salting	15
1/17/2019	VanDenElzen, Ken	Fence Repair, Plowing / Salting	13
1/22/2019	VanDenElzen, Ken	Fence Repair, Plowing / Salting	15
1/23/2019	VanDenElzen, Ken	Plowing / Salting	16
1/24/2019	VanDenElzen, Ken	Plowing / Salting	15.25
1/25/2019	VanDenElzen, Ken	Plowing / Salting	12
1/28/2019	VanDenElzen, Ken	Plowing / Salting	16
1/29/2019	VanDenElzen, Ken	Plowing / Salting	15
1/30/2019	VanDenElzen, Ken	Plowing / Salting	14.75
1/22/2019	VanRite, Paul	Plowing / Salting	12
1/23/2019	VanRite, Paul	Plowing / Salting	12
1/28/2019	VanRite, Paul	Plowing / Salting	12
1/29/2019	VanRite, Paul	Plowing / Salting	16
1/30/2019	VanRite, Paul	Plowing / Salting	14
1/23/2019	Veldboom, Zach	Mechanic Shop	12
1/24/2019	Veldboom, Zach	Mechanic Shop	12
1/29/2019	Veldboom, Zach	Mechanic Shop	14
1/23/2019	VerHaagh, Ken	Mechanic Shop	12
1/24/2019	VerHaagh, Ken	Mechanic Shop	12
1/28/2019	VerHaagh, Ken	Mechanic Shop	12
1/15/2019	Vieth, Ryan	Patching, Plowing / Salting	15.5
1/17/2019	Vieth, Ryan	Buildings, Plowing / Salting	13.5
1/22/2019	Vieth, Ryan	Plowing / Salting	16
1/23/2019	Vieth, Ryan	Plowing / Salting	16
1/24/2019	Vieth, Ryan	Plowing / Salting	13
1/28/2019	Vieth, Ryan	Plowing / Salting	12.5
1/29/2019	Vieth, Ryan	Plowing / Salting	12.5
1/22/2019	Welsing, Jay	Plowing / Salting	12.75
1/23/2019	Welsing, Jay	Plowing / Salting	16
1/24/2019	Welsing, Jay	Plowing / Salting	12
1/28/2019	Welsing, Jay	Plowing / Salting	12
1/29/2019	Welsing, Jay	Plowing / Salting	15
1/30/2019	Welsing, Jay	Plowing / Salting	13.5
1/17/2019	Wendricks, Brandon	Brushing, Plowing / Salting	12.25
1/22/2019	Wendricks, Brandon	FRP-1, Plowing / Salting	12
1/24/2019	Wendricks, Brandon	Plowing / Salting	12
1/28/2019	Wendricks, Brandon	Plowing / Salting	12.25
1/29/2019	Wendricks, Brandon	Plowing / Salting	12
1/7/2019	Williams, Tim	Plowing / Salting	12

12-Hour Report

1/1 - 1/31/19

Page 13

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
1/15/2019	Williams, Tim	Brushing, Plowing / Salting	12
1/22/2019	Williams, Tim	FRP-1, Plowing / Salting	14.75
1/23/2019	Williams, Tim	Plowing / Salting	16
1/24/2019	Williams, Tim	Plowing / Salting	12
1/28/2019	Williams, Tim	Plowing / Salting	16
1/29/2019	Williams, Tim	Plowing / Salting	15.25
1/30/2019	Williams, Tim	Plowing / Salting	12
1/15/2019	Woelfel, Jon	State Roamer, Plowing / Salting	13
1/21/2019	Woelfel, Jon	Plowing / Salting	12.5
1/23/2019	Woelfel, Jon	Asphalt Pavement Training, Plowing / Salting	14.5
1/28/2019	Woelfel, Jon	Plowing / Salting	12
1/29/2019	Woelfel, Jon	Plowing / Salting	12
1/30/2019	Woelfel, Jon	Plowing / Salting	12
1/31/2019	Woelfel, Jon	Plowing / Salting	12
1/15/2019	Zalewski, Jared	State Guardrail Repair, Plowing / Salting	13.5
1/17/2019	Zalewski, Jared	Guardrail Repair, Plowing / Salting	13
1/22/2019	Zalewski, Jared	Plowing/ Salting	12
1/23/2019	Zalewski, Jared	Plowing / Salting	12.5
1/24/2019	Zalewski, Jared	Plowing / Salting	12.5
1/28/2019	Zalewski, Jared	Plowing / Salting	12.25
1/29/2019	Zalewski, Jared	Plowing / Salting	12
1/30/2019	Zalewski, Jared	Plowing / Salting	12
1/15/2019	Zellner, Aaron	Plowing / Salting	14.5
1/22/2019	Zellner, Aaron	Plowing / Salting	14
1/23/2019	Zellner, Aaron	Plowing / Salting	12
1/24/2019	Zellner, Aaron	Plowing / Salting	12
1/28/2019	Zellner, Aaron	Plowing / Salting	12
1/29/2019	Zellner, Aaron	Plowing / Salting	12
1/30/2019	Zellner, Aaron	Plowing / Salting	12
1/31/2019	Zellner, Aaron	Plowing / Salting	12
1/7/2019	Zelten, Brian	Plowing / Salting, Patching	12.5
1/16/2019	Zelten, Brian	Cut Trees, Plowing / Salting	12.25
1/22/2019	Zelten, Brian	Patching, Plowing / Salting	12
1/28/2019	Zuleger, Kevin	Mechanic Shop	12

**PUBLIC WORKS
FACILITY MANAGEMENT DIVISION
12-HOUR WORK DAYS
1/1/19 thru 1/31/19**

DATE	EMPLOYEE	OPERATION PERFORMED	# HOURS WORKED
1/25/19	Dave VandenBusch	Regular shift, plus emergency boiler issue at the Museum	12.25

**BROWN COUNTY PUBLIC WORKS
STAFFING SUMMARY**
As of 1/31/2019

HIGHWAY DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Senior Civil Engineer	5/11/18	Resigned	Fill: Open	In Process	N/A
Highway Crew	1/7/19	Retired	Fill: Open	In Process	N/A
Highway Crew	1/7/19	Retired	Fill: Open	In Process	N/A
Lead Fabricator / Welder	1/7/19	Retired	Fill: Open	In Process	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	10.75	10.75
Electrician	1.0	1.0
Engineering	7.0	6.0
Mechanics / Shop	12.0	11.0
Highway Crew	72.0	70.0
Sign Crew	2.0	2.0
Summer *	4.12	0
LTE	2.0	0
TOTAL	110.87	100.75

FACILITY MANAGEMENT DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Housekeeper (0.5)	9/5/17	Resigned	Hold per Vacancy Committee	---	Hold
Housekeeper	11/16/18	Resigned	Filled	1/28/19	N/A
Housekeeping Manager	12/3/18	Retired	Hold	---	Hold
Facility Manager	1/3/19	Retired	Fill: Open	In Process	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	6.25	4.25
Facility Technicians	1.0	1.0
Facility Mechanics	7.0	7.0
Facility Workers	9.0	9.0
Housekeeping	18.5	18.0
Electrician	1.0	1.0
Summer Help *	0.46	0
TOTAL	43.21	40.25